

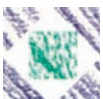


ARCHITECTURAL PROGRAM
October 2006



HURST CENTER FOR LIFELONG LEARNING
Weber State University

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SIGNATURE SHEET

WEBER STATE UNIVERSITY

We, the representatives for Weber State University, have reviewed the Hurst Center for Lifelong Learning Program and hereby sanction that this Program adequately represents our request for a facility to fulfill our mission and programmatic needs. We further acknowledge that all appropriate parties involved in the programming effort have reviewed this document for completeness and accuracy.

Norm Tarbox
Vice President for Administrative Services

Date

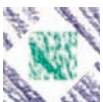
Kevin Hansen
Assistant Vice President for Facilities Management

Date



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ACKNOWLEDGMENTS

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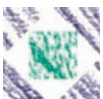


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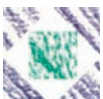




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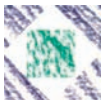


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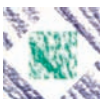
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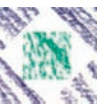




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PROJECT JUSTIFICATION

The Division of University Relations supports accomplishment of the university's mission through positive interaction with its internal and external communities. The division builds relationships with key constituencies, provides non-traditional learning opportunities, enhances university resources and initiates partnerships that promote business, economic, educational and cultural progress. The division helps to facilitate community access to educational and training opportunities, cultural resources, innovative applications of distance learning technologies and professional expertise at WSU.

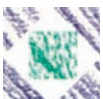
To accomplish this mission, the Division requires facilities that enable the supported programs to function efficiently and effectively. As demand for these programs has grown, it has outstripped the ability of the existing facilities to support these programs. Facilities are simply not available to host and support the various programs and offerings. There are no dedicated continuing education classroom facilities on the Ogden campus, despite the increasing demand for these programs. This is particularly important as the University partners with local businesses and public education in learning-oriented training specific to client needs. Many of these are short courses of only a few days duration, with a recurring frequency that is incompatible with use of other classroom facilities on campus.

Attendance in these supplemental educational programs has been increasing very rapidly. Since 2001, the Class without a Quiz program has increased from 120 to over 360 regular attendees. The Scholarship lunch program has also seen an increase from 275 to 325 attendees in only two years. Class reunions have seen an increase in attendance from only 100 in 2001 to over 600 attendees in 2005.

The Department of Continuing Education within the Division of University Relations is a multi-faceted organization, whose mission is to extend the resources of the university to the local community and beyond. Individuals in today's fast-paced society, with the vast accumulation of knowledge, must have available to them lifelong learning opportunities that update skills and knowledge throughout their careers. Weber State University Continuing Education provides these lifelong learning opportunities by offering courses, seminars, workshops and conferences at times and places to meet the complex needs of students balancing family and work responsibilities. Continuing Education programs involve evening on-campus, off-campus center, Independent Study, WSU online, Early College, Concurrent Enrollment, conferencing and workshops, study abroad and travel programs, Hill Air Force Base training, professional development, contract training, and the Police Academy.

The total number of enrollments has grown from 45,384 in FY 1999 to 66,348 in FY 2006, representing a 46 percent growth over a seven year period, or 6.6 percent growth per year. During that same period, the number of budget-related (state supported) enrollments grew from 27,490 to 44,355, increasing by 61 percent or 8.76 percent growth per year. The percentage of budget-related student credit hours generated through continuing education in relation to the total FTEs generated through the university continues to increase. In FY 2002, evening, off-campus and WSU online accounted for 29 percent of the total FTEs. In 2005/06, 38 percent of the university's budget related FTEs came through continuing education.

The Hurst Lifelong Learning Center has been a key component of campus master planning for nearly a decade. It was addressed in the Weber State University Recommended Master Plan of 2002 as a building priority.





EXECUTIVE SUMMARY

SPACE REQUIREMENT SUMMARY

The Hurst Lifelong Learning Center will be a new two story, 37,743 gross square feet (GSF) facility with a basement. It will consist primarily of University Relations administration spaces, Continuing Education enrollment/student services spaces, and shared assembly/conference spaces. The project is currently programmed at:

• Administrative Area	13,156 NSF	19,734 GSF
• Enrollment/Student Services Area	2,260 NSF	3,390 GSF
• Assembly/Conference Area	7,230 NSF	10,845 GSF
TOTAL	22,646 NSF	33,969 GSF

Administrative Area Space Types

Offices (Enclosed)	42 Total
Open Workstations	35 Total
Reception / Waiting Areas	2 Total
Storage Rooms	6 Total
Shared Work Rooms	3 Total
Shared Break Rooms	2 Total

Enrollment/Student Services Area Space Types

Offices (Enclosed)	9 Total
Open Workstations	2 Total
Registration Windows	5 Total
Reception / Waiting Area	1 Total
Storage Rooms	2 Total
Work Rooms	2 Total

Assembly/Conference Area Space Types

Assembly Hall & Pre-Function Area	1 Total
Conference Rooms	5 Total
Storage/Support Rooms	3 Total

CONSTRUCTION COST MODEL

Site Construction Cost Summary

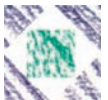
Site Costs			\$240,074
	Subtotal		\$240,074
General Conditions	5%		\$12,004
Overhead & Profit	10%		\$24,007
Bonds	1%		\$3,001
	Subtotal		\$279,086
Design Contingency	10%		\$24,007
Total Site Construction Cost (October 2006)			\$303,093

Building Construction Cost Summary

Architectural			\$2,571,601
Structural			\$960,753
Mechanical			\$1,050,000
Electrical			\$559,000
	Subtotal		\$5,141,354
General Conditions	5%		\$257,068
Overhead & Profit	10%		\$514,135
Bonds	1%		\$64,267
	Subtotal		\$5,976,824
Design Contingency	10%		\$514,135
Total Building Construction Cost (October 2006)			\$6,490,95

TOTAL CONSTRUCTION COST = \$6,794,052

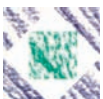
CONSTRUCTION COST PER SQUARE FOOT = \$184





PROJECT SCHEDULE

<i>SPACE TYPE</i>	<i>TIME</i>	<i>DATES</i>
Design	6 Months	3/1/2007 to 8/31/2007
Bidding/Contract Negotiation	1 Month	9/1/2007 to 9/30/2007
Construction	9 Months	10/1/2007 to 6/30/2008
Substantial Completion	1 Month	7/1/2008 to 7/31/2008
<i>OCCUPANCY</i>	<i>AUGUST 1, 2008</i>	

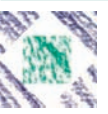




Weber State University

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OVERVIEW

Weber State University is a four-year institution of higher education located in Ogden, Utah. Its focus is providing undergraduate and selected masters programs of the highest educational quality. WSU offers over 200 separate degrees and programs- the largest and most comprehensive undergraduate program in the State of Utah. The University has student body of 19,000 drawn predominantly from the Wasatch Front, but also includes students from 50 states and 34 foreign countries. Weber State University takes place in its student-centered environment for learning and believes that quality undergraduate education is founded upon close associations between faculty and students.

Location

The proposed location of the Hurst Center for Lifelong Learning is the southwest corner of Parking Lot RW3, (see overall Campus Map). Located in the southwest corner of the campus (see Figure 2. Aerial Site Photo), the new building will be adjacent to:

- On the east by: Promontory Tower
- On the south by: The south boundary of campus.
- On the west by: Alumni Center Building
- On the north by: Dixon Drive

Site Planning Principles

Shade and Shadow

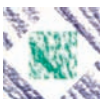
Minimize building shadowing of habitable outdoor spaces in winter, spring and fall -- maximize shade in summer. Utilize mature deciduous tree canopies as much as possible to achieve this end. Allow areas of un-shaded seating to extend the useful seasons into late fall and early spring.

Views

Preserve/enhance existing view opportunities to north and east. Prioritize views from very public outdoor and public indoor spaces over those from private spaces. Create "viewing platforms" as well as peripheral views out of the campus open spaces. Link campus spaces together with selective views from one to the other. Planning should encourage view corridors or direct views away from undesirable views, such as the service/deck area.

Outdoor Spaces

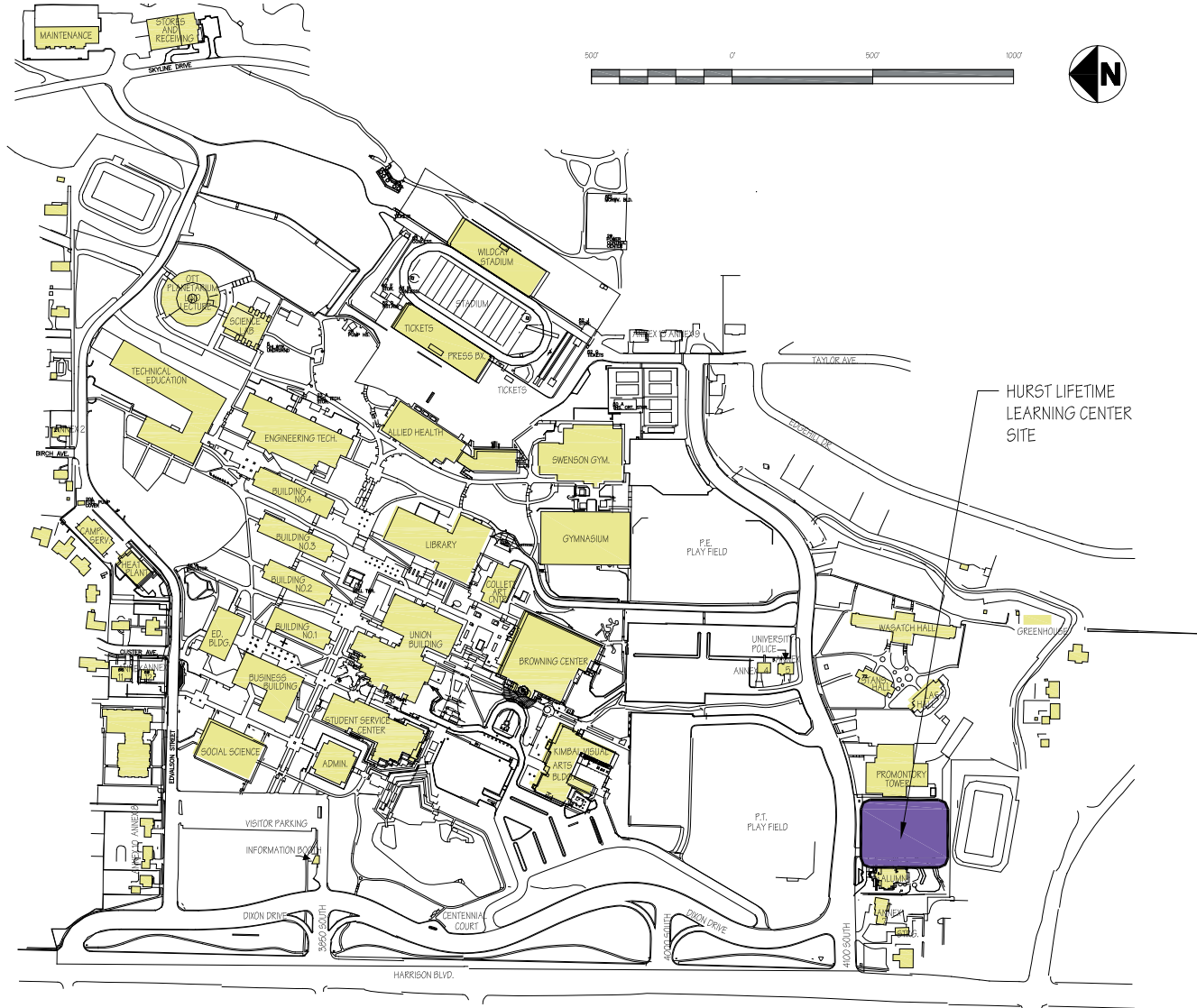
Create linked outdoor spaces or "outdoor rooms," with both spatial closure and views outward. Create a variety of campus space types, quiet/active, green/paved, open/closed, shaded/sunny, etc.. Limit hardscape areas to those which will attract large gatherings; in principal most outdoor spaces should not be hardscape. Provide connections, links, and other methods of integration to the Alumni Center Garden utilizing open spaces and pathways.



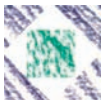


SITE ANALYSIS

OVERALL CAMPUS MAP

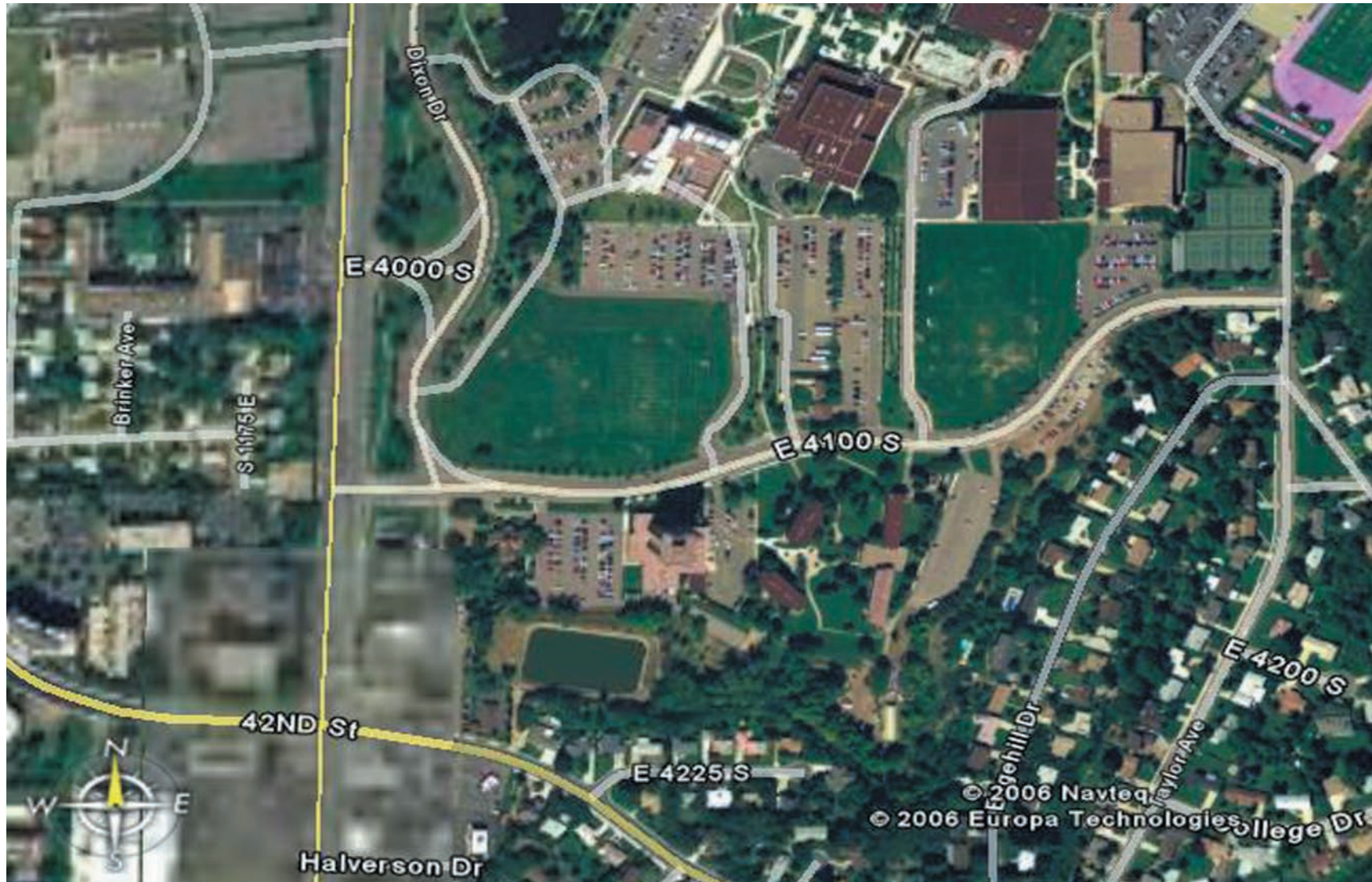


HURST LIFETIME
LEARNING CENTER
SITE



SITE ANALYSIS

AERIAL SITE PHOTO



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SITE ANALYSIS

Building Spirit

Create a building that is a partner to the existing Alumni Center Building and characteristics inspired by physically, functionally, and symbolically. The new Hurst Center for Lifelong Learning must have an open, shared nature to express the interactive nature of its programs. The landscape adjacent to the building should extend this character into adjacent circulation paths and campus spaces.

Building Identity

Create an external associated with the existing Alumni Center building. Create internal building identities associated with particular departments and programs. Identify existing identity context and develop a strategy for the new Hurst Center for Lifelong Learning to truly be perceived as a partner to the existing Alumni Center.

Building Access

Express the public shared nature of this building by connecting the internal circulation to external circulation through multiple entries at multiple grade elevations, with extensive views in and out, etc.. Provide strong functional connections between interior program spaces (particularly social spaces and meeting rooms), and exterior spaces.

Loading and Service

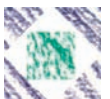
It is recommended to locate the loading and service area on the south end of the east side, in close proximity to Parking Lot RW3 and be fully screened. For this type of building, this area should be minimal, but still needs to be accommodated.

Emergency and Non-Routine Service Access

In accordance with Weber State University's management and maintenance practice, design paths and walkways to accommodate emergency vehicles and occasional non-routine service access. Utilize Weber State University's Design standards to prevent private vehicles from using these paths.

Accessibility

Wherever possible, all site paths shall meet ADA criteria for slope and landings. All usable outdoor campus spaces shall be fully accessible.





PHYSICAL CHARACTERISTICS

The project site will be located in the southwest corner of the existing Parking Lot RW3. Set back from the street, Dixon Drive delineates the north edge of the site. Located along the west boundary is the existing Alumni Center building and Alumni Garden. Across the parking lot to the east of the site is the Promontory Tower building, the current location of the programs to be housed in the new building. The south edge of the site is defined by a steep grade which forms a retention pond owned by the City.

The site elevation is approximately four to five feet above the elevation of Dixon Drive. The site continues to rise in elevation from north to south approximately another two to three feet.

The site is lined by mature vegetation to the south and west. Every attempt should be made to preserve as much of the existing vegetation as possible.

For more detail, see the photographs of the site and its surrounding on the following pages.

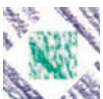


Geotechnical Investigation Report

A geotechnical report has not been provided during Programming and will need to be completed prior to the Design Phase.

Once the final building size, configuration, structural system, number of levels above and below grade, and column loads have been defined in more detail, the project geotechnical consultant shall provide guidance on the following design criteria as well as any other criteria deemed by the geotechnical consultant to be important.

- Soil bearing capacity
- Structural fill requirements
- Potential differential settlements
- Potential for expansion or collapse of soils due to moisture changes
- Liquefaction potential
- Groundwater characteristics and restrictions
- Seismic considerations, coefficients, fault traces, etc.
- Lateral bearing pressures - active and passive
- Alternate foundation systems
- Pavement sections





SITE ANALYSIS

Topographic Survey

Prior to the start of design, a topographic survey of this site will be contracted by the State of Utah, Division of Facilities Construction and Management. It is anticipated that this survey will document all existing conditions of the site including surface and subsurface improvements. This survey will be made available for use during the design and construction phases of the project.

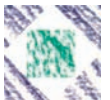
Weber State University has provided existing topography for use in the Program document. In general, the site slopes from east (high side) to west (low side), with approximately six to seven feet of fall across the site (see Existing Site Topography)

Environmental Impact Issues

There are no anticipated environmental impact issues with the design and construction of the new Hurst Center for Lifelong Learning.

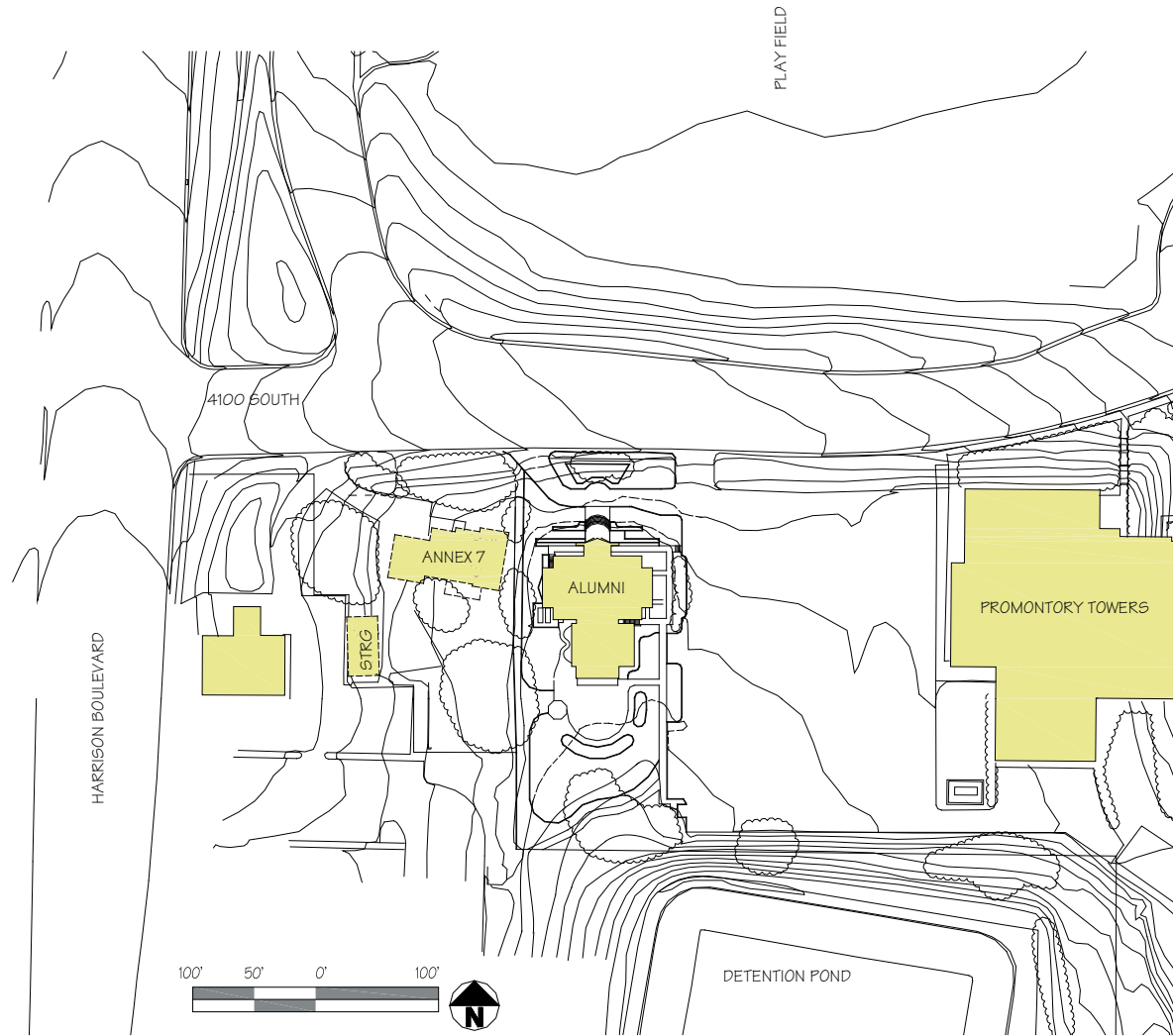
Distance to Nearest Known Seismic Fault

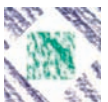
It appears that the fault runs along Skyline Drive along the east side of the campus. The site of the new Hurst Center for Lifelong Learning is located approximately 1/4 mile from this fault.



SITE ANALYSIS

EXISTING SITE TOPOGRAPHY





SITE ANALYSIS

SITE ORIENTATION

Climate

The climate of the site (Ogden) ranges from winter low temperatures of 5-25 degrees F to summer lows of 70 degrees to highs of over 100 degrees F. However, typical relative humidity is low, ranging from 15-30%. In general, the prevailing winds will come from the south (both southwest and southeast), and winter storms approach from the west. There are several months during the year where the microclimate on the site is not conducive to outdoor activity. Located on the east “bench” of the northern Wasatch Front, the site will typically see substantially more snow than the Ogden area. There are also unique canyon winds from the east that create very cold conditions during the winter. For these reasons, protected exterior spaces will be critical in working with the climate of the site (see Solar Exposure & Prevailing Winds).

Existing Site Views

Views of the Site

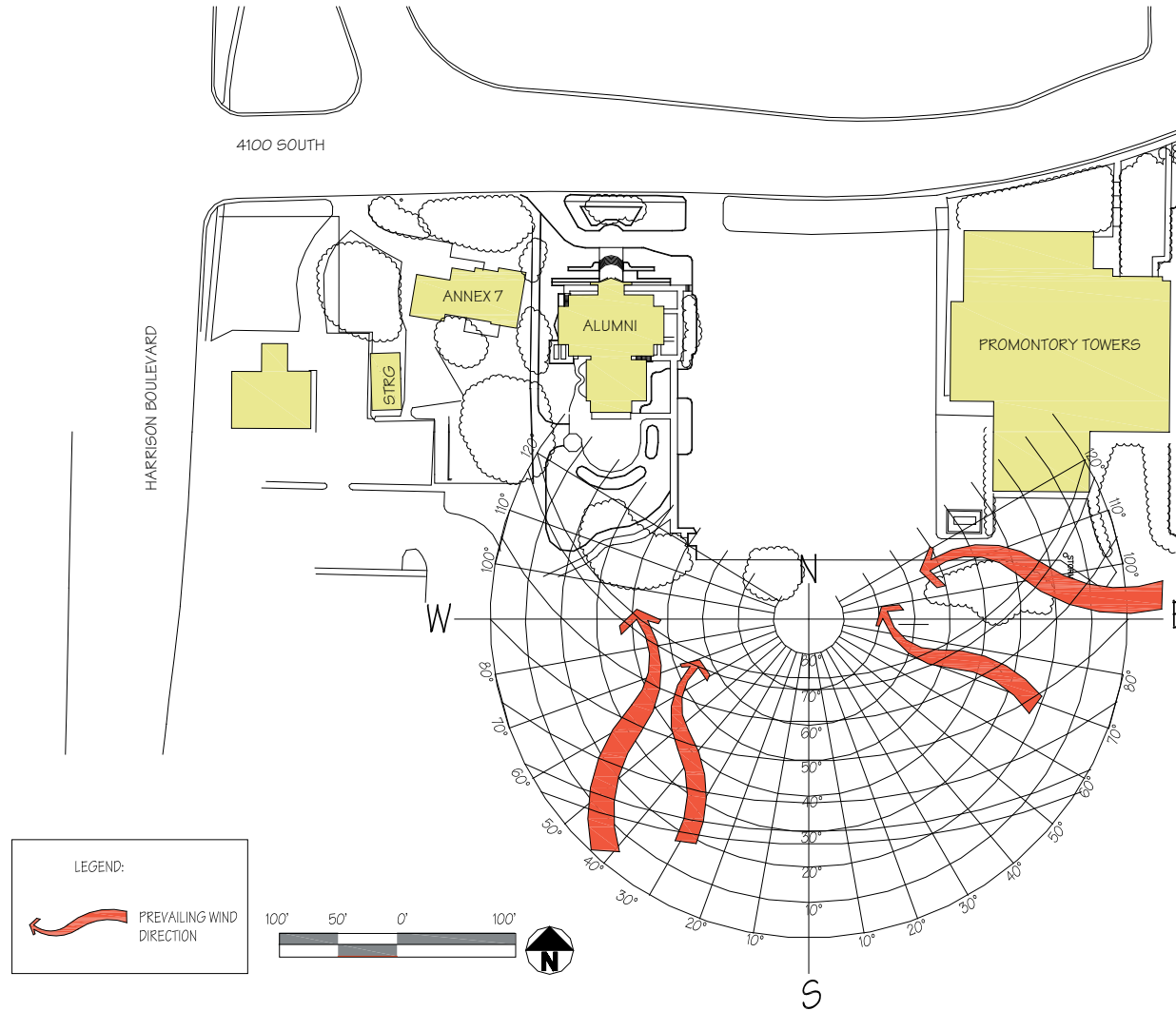
The proposed site for the new Hurst Center for Lifelong Learning is in the southwest corner of Parking Lot RW3, directly east of the Alumni Center Building (see Photos of Views into the Site).

Views from the Site

The proposed building site for the new Hurst Center for Lifelong Learning offers spectacular views of the northern Wasatch Front to the north and east. Views from the site to the north and east foothills are spectacular and panoramic. The location of the new Hurst Center for Lifelong Learning will not have a significant impact on the view corridors of any existing buildings at the present time (see Photos of Views From the Site).

SITE ANALYSIS

SOLAR EXPOSURE & PREVAILING WINDS





SITE ANALYSIS

PHOTOS OF VIEWS INTO THE SITE



View of west side of the site from the north.



View of the west-center portion of the site from the north.



View of the east-center portion of the site from the north.



View of the east side of the site from the north.



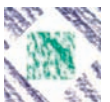
View of west side of the site from the south.



View of east side of the site from south.



View of north side of the site from south.



SITE ANALYSIS



Weber State University

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PHOTOS OF VIEWS FROM THE SITE



View out of the site to the north.



View out of the site to the east-southeast.



View out of the site to the south-southwest



View out of the site to the north-northeast.



View out of the site to the west-southwest.



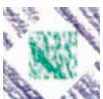
View out of the site to the east.

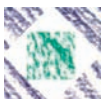


View out of the site to the south.



View out of the site to the west.





SITE ANALYSIS

SITE FUNCTIONS & RELATIONSHIPS

Existing Site Circulation

Existing Vehicular Access

Vehicular access to the new Hurst Center for Lifelong Learning would be from Harrison Boulevard to Dixon Drive to Parking Lot RW3 located to the north of the site. The primary vehicle access to the site will be from the east, Parking Lot RW3. This lot is located directly adjacent to the new Hurst Center for Lifelong Learning site.

The new Hurst Center for Lifelong Learning is eliminating existing parking on campus. However, additional parking for the new Hurst Center for Lifelong Learning will be located in the Southwest corner of Parking Lot RW3, directly east of the existing Alumni Center building.

Additional accessible stalls will be provided in Parking Lot RW3 and the existing accessible stalls adjacent to the existing Promontory Tower Building on the east.

It has been determined that a traffic study is not required during the Programming phase of this project (see Existing Site Circulation).

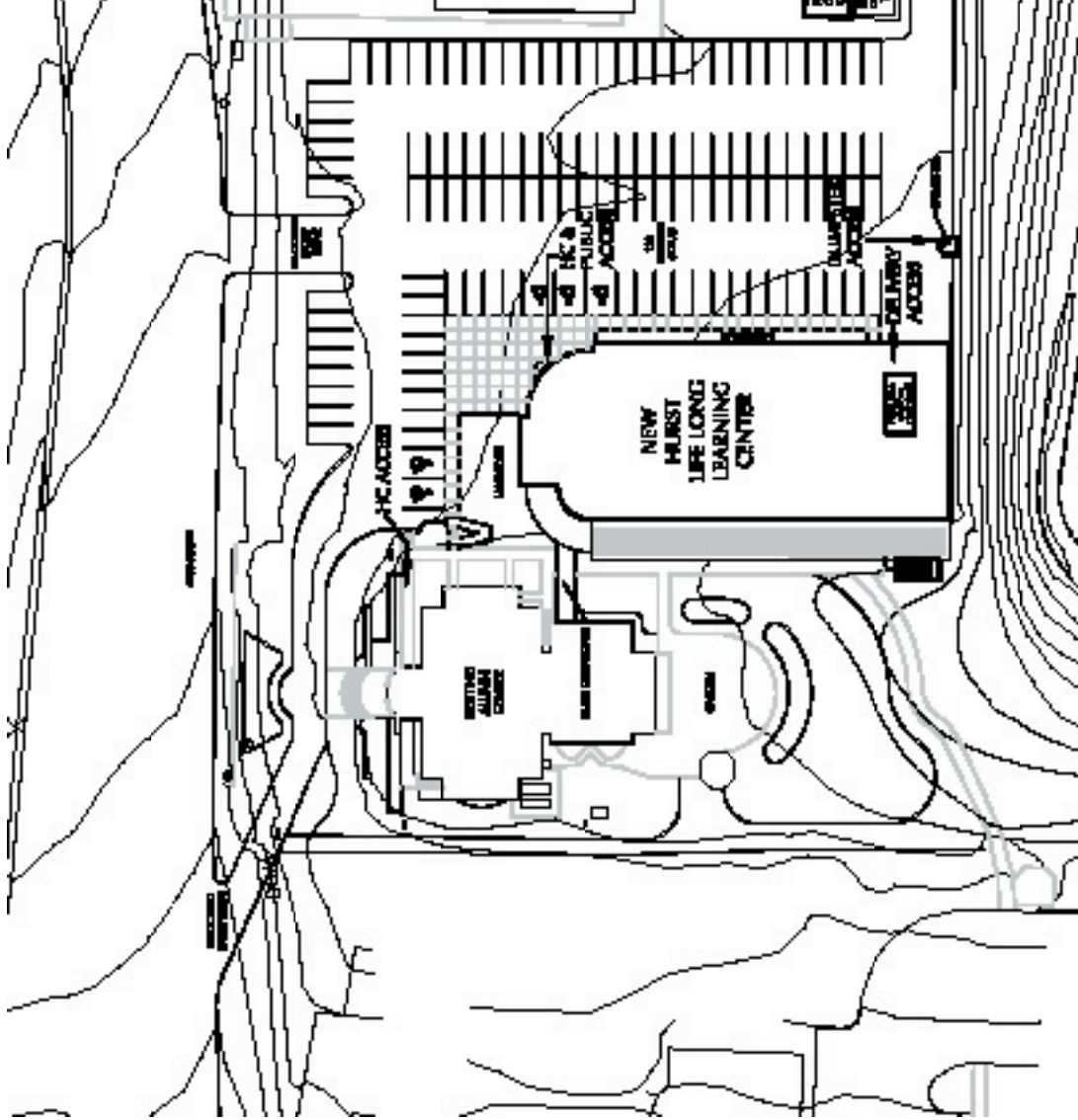
Existing Pedestrian Access

The pattern for pedestrian circulation around the existing Alumni Center and Promontory Tower Building is relatively straight forward, with pedestrians having the options of entering from only on the sides adjacent to Parking Lot RW3 (see Existing Site Circulation).

Existing Service and Emergency Access

Service vehicles and emergency access currently utilize Parking Lot RW3 to access the Alumni Center Building and Promontory Tower Building. It is anticipated that this relationship of emergency access and service access will be maintained with the new Hurst Center for Lifelong Learning location.

PROPOSED SITE CIRCULATION & ACCESS

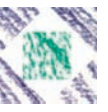




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BUILDING REQUIREMENTS

IDENTIFICATION

The proposed building will house the Division of University Relations. This Division, headed by a Vice President, supports the university's mission through positive interaction with internal and external communities. The division builds relationships with key constituencies, including WSU administrators, faculty and staff; public and post-secondary educators; alumni; donors; corporate and small-business leaders; elected officials; state and federal lawmakers; local and state media; students of all ages and their families. The new facility will house staff who work in media relations, public relations, donor relations, internal communication, and alumni relations programs.

The facility will also house the Department of Continuing Education; as well as, assembly and conference spaces. These assembly/conference spaces will be used for continuing education programs, one of the fastest growing segments of our educational offerings. We expect our continuing education offerings on the Ogden campus to nearly double with the availability of this additional space.

Weber State University Mission

The mission of the University is to meet the educational needs of Utah through roles assigned by the State Board of Regents in the liberal arts and sciences and a variety of vocations and professions. Primarily committed to quality undergraduate education, the University offers degree programs which include advanced professional preparation.

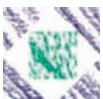
University Relations Mission

"We build relationships to advance teaching and learning"

- To facilitate community access to educational and training opportunities, cultural resources, innovative applications of distance learning technologies and professional expertise at Weber State University.
- To build more effective relationships with key constituencies, including WSU administrators, faculty and staff; public and post-secondary educators; alumni; donors; corporate and small-business leaders; elected officials; state and federal lawmakers; local and state media; students of all ages and their families.
- To foster a unique identity and favorable public image of the university.
- To increase institutional resources through private fund development.
- To coordinate the university's efforts in working with secondary and post-secondary education to deliver relevant and appropriate applied technology education.
- To enhance regional business, industry and public education through appropriate learning-oriented partnerships.

Continuing Education Mission

WSU Continuing Education and Community Services facilitates lifelong learning anytime, anywhere, through innovation, technology and partnerships.





BUILDING REQUIREMENTS

JUSTIFICATION

The Division of University Relations supports accomplishment of the university's mission through positive interaction with its internal and external communities. The division builds relationships with key constituencies, provides non-traditional learning opportunities, enhances university resources and initiates partnerships that promote business, economic, educational and cultural progress. The division helps to facilitate community access to educational and training opportunities, cultural resources, innovative applications of distance learning technologies and professional expertise at WSU.

To accomplish this mission, the Division requires facilities that enable the supported programs to function efficiently and effectively. As demand for these programs has grown, it has outstripped the ability of the existing facilities to support these programs. Facilities are simply not available to host and support the various programs and offerings. The additional space this facility will provide is desperately needed by the Department of Continuing Education. The popularity of the programs offered has made the department one of the fastest growing segments in WSU's educational portfolio. Currently, there are no dedicated classroom facilities on the Ogden campus for continuing education, despite the increasing demand for these programs. This is particularly important as the University partners with local businesses and public education in learning-oriented training specific to client needs. Many of these are short courses of only a few days duration, with a recurring frequency that is incompatible with use of other classroom facilities on campus.

The Hurst Lifelong Learning Center has been a key component of campus master planning for nearly a decade. It was addressed in the Weber State University Recommended Master Plan of 2002 as a building priority.

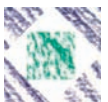
HISTORY & GROWTH

History

The Division of University Relations, is comprised of the four distinct departments: University Development, University Communications, Alumni/Development Services, and Continuing Education. These functions are currently housed in Promontory Tower, a residence hall. As currently configured, these departments occupy four floors of the residence hall. This arrangement inhibits interaction and communication between staff members. More importantly, it is not the best or preferred use of the only residence hall on campus that provides a full food service plan. The activities and 24-hour use of the building by students is incompatible with the office and business functions of University Relations.

University Relations occupies a total of 14,640 NSF of space in Promontory Tower. Each department occupies approximately 3,660 NSF of space per floor. The residence hall design of Promontory Tower does not lend itself well for any kind of change in use. The conversion of the spaces from dormitory rooms into office and business functions has not been successful. Constrained by the parameters of the dormitory design, the rooms would be considered too large for the typical single staff office. However, they are not quite large enough to comfortably serve as a double office for two staff members. In addition, the dimensions of the rooms are awkward when converted to an office, wider than the typical office, the space is typically under-utilized and inefficient.

Consolidating these departments into their own building will optimize the work spaces for each of the areas and allow for more sharing of spaces. It will also promote opportunities for synergistic collaborations between the departments, and promote stronger interactions with the Alumni Relations department (part of the Division



BUILDING REQUIREMENTS

of University Relations) located in the Alumni House. Combining University Relations into their own building will eliminate the lease payments currently being paid for the space in Promontory Tower; as well as, create more space available for student residential housing in the building.

The Department of Continuing Education within the Division of University Relations is a multi-faceted organization, whose mission is to extend the resources of the university to the local community and beyond. Individuals in today's fast-paced society, with the vast accumulation of knowledge, must have available to them lifelong learning opportunities that update skills and knowledge throughout their careers.

Weber State University Continuing Education provides these lifelong learning opportunities by offering courses, seminars, workshops and conferences at times and places to meet the complex needs of students balancing family and work responsibilities. Continuing Education programs involve evening on-campus, off-campus center, Independent Study, WSU online, Early College, Concurrent Enrollment, conferencing and workshops, study abroad and travel programs, Hill Air Force Base training, professional development, contract training, and the Police Academy.

Attendance in these supplemental educational programs has been increasing very rapidly. Since 2001, the Class without a Quiz program has increased from 120 to over 360 regular attendees. The Scholarship lunch program has also seen an increase from 275 to 325 attendees in only two years. Class reunions have seen an increase in attendance from only 100 in 2001 to over 600 attendees in 2005.

Growth

The total number of enrollments in Continuing Education has increased from 45,384 in FY 1999 to 66,348 in FY 2006. Over this seven year period the enrollments have grown by 46 percent, representing a 6.6 percent growth per year.

During that same period, the number of budget-related (state supported) enrollments in Continuing Education grew from 27,490 to 44,355. This translates into an increase of 61 percent during that time, representing an increase of 8.76 percent per year. The percentage of budget-related student credit hours generated through continuing education in relation to the total FTEs generated through the university continues to increase. In FY 2002, continuing education evening, off-campus and WSU online courses accounted for 29 percent of the total FTEs. In FY 2005/06, 38 percent of the university's budget related FTEs came from continuing education.

The Program spreadsheet has a total of 33,627 GSF of new space assigned to the Division of University Relations. It includes an additional 11.8 percent of space to allow for growth over the next +/- 20 years. The growth space included in the Program spreadsheet is typically office space for staff and program growth. The projected growth of 11.8 percent is consistent with past and anticipated growth patterns identified by Weber State University and the Division of University Relations.





BUILDING REQUIREMENTS

Master Plan Reconciliation

There is no current Master Plan for this quadrant of the WSUs campus.

GENERAL BUILDING REQUIREMENTS

Vision & Principles for the New Building

The following Vision Statements and Principles for the new Hurst Center for Lifelong Learning were identified by the Steering Committee:

Expansion

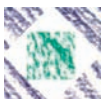
The new Hurst Center for Lifelong Learning has not been programed for a future building expansion.

General Module System Design

The new Hurst Center for Lifelong Learning should be designed, as far as possible, with an economical, repetitive modular planning system. This system should be used for all building systems in an integrated design strategy including structural, MEP and architectural systems.

Building Module Planning & Flexibility

Use movable furniture unless built-ins provide a significant advantage. Provide for ongoing changes to all major systems and spaces. All MEP systems maintenance items shall be accessible and capable of replacement without demolition of architectural systems. Utilize drywall construction for partitions that are easily removed and replaced. Oversize elevators, corridors and key doorways to accommodate movement of large items of equipment. Plan the building architectural and MEP systems with a consistent modular strategy that allows for change without disrupting adjacent spaces.



BUILDING REQUIREMENTS



Space Type Summary

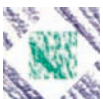
The types of spaces to be provided in the new Hurst Center for Lifelong Learning are as follows:

SPACE TYPE	NUMBER REQ'D	FUTURE GROWTH	NET AREA
Private Offices	50	9	8,580 SF
Open Workstations	31	6	2,716 SF
Conference Rooms	5	0	1,330 SF
Reception / Waiting Areas	3	0	400 SF
Public Service Windows	4	1	320 SF
File / Storage / Work Rooms	14	0	2,820 SF
IT Computer / Server Rooms	1	1	400 SF
Assembly Hall	1	0	4,000 SF
Break rooms / Kitchen	3	0	620 SF
Lobby / Pre-Function Space	1	0	1,200 SF

Space Standards

The standardization of space allocations for equivalent functions has been a goal of the programming process. Since Weber State University does not currently have a policy concerning this, every attempt was made to comply with the standards established by the State of Utah (adopted, August 1994).

SPACE STANDARDS	
Private Offices	
Vice President	250 SF
Dean	220 SF
Executive Director / Assistant Vice President	200 SF
Director	180 SF
Supervisor / Coordinator	150 SF
Professional Staff	120 SF
Staff	100 SF
Open Workstations	
Secretary	100 SF
Staff	80 SF
Student	48 SF
Group Spaces	
Assembly Hall / Lecture Hall (per person)	25 SF
Large Group Conference (per person >20)	20 SF
Small Group Conference (per person <20)	25 SF
Waiting (per person)	15 SF





BUILDING REQUIREMENTS

ARCHITECTURAL PLANNING ISSUES

Building Form & Massing

Quality & Image

The designated location for the new Hurst Center for Lifelong Learning is in the parking lot east of the Alumni Center Building. The architectural image of this building should be significant for both its location and long term durability. The new building should blend in with the traditional architecture of the buildings located around the site; as well as, explore new and modern materials that are found on some of the recent buildings completed on campus.

The building should be placed in a way that respects:

- The existing setting and environment.
- The principle of development at a human scale.
- An organizational grid system and it's relationship to solar grid and view grid orientations.

The building relationships should:

- Be visually apparent, with a strong connection to the existing Alumni Center building..
- Stimulate interaction among students, faculty, staff, alumni and donors.
- Be manifested in direct pedestrian access routes through and connecting the buildings.

The building character should reflect:

- The historic forms and cultural heritage of the existing Alumni Center building, Weber State University and Ogden city.
- A timeless design that will not become dated.

- An emphasis on consistency of attitude and scale rather than uniformity of design style.

The building massing and interior:

- Should be based on a 32'-0" structural grid and a 4'-0" planning grid to provide flexibility and continuity.
- Circulation should be designed for flexibility.

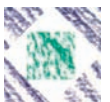
The building entries should:

- Be inviting, open and easily accessible.
- Be well-lit, with accent lighting throughout.
- Lead to a clear circulation path that provides a sense of orientation.

Building Space Utilization Efficiency

The program uses a net-to-gross efficiency ratio of .65. This is typical and appropriate for classroom and administration buildings. The areas not included in the net square footage are:

- Restrooms
- Circulation
- Walls, Columns, Structure, and Partitions
- Unassigned Storage and Maintenance Areas
- Stairs
- Elevators
- Mechanical, Electrical, and Communication Shafts and Spaces



BUILDING REQUIREMENTS

Internal Relationships

Maximize Natural Light into Occupied Spaces

As far as possible every space shall have natural light and views- in general nowhere in the building should be more than 35 feet from natural light.

Low-Rise Construction

Maximize walk-up opportunities with limited use of escalators required to access meeting rooms and heavily used spaces. Large meeting rooms should be located on the first floor with smaller meeting rooms located on the second floor.

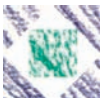
Natural Light & Views

As far as possible every space shall have natural light and views. In general no where in the building should be more than 35 feet from natural light.

The building should take advantage of daylight to promote connection to the exterior natural environment. Day lighting is to be incorporated into the design of spaces to supplement and supplant artificial lighting.

Daylight should be integrated into building circulation to reinforce connections to the exterior and relieve interior spaces.

Views as identified are to be incorporated into the design of the building. The goal is to take advantage of these views from the most public areas of the building.





BUILDING REQUIREMENTS

Circulation

Internal Circulation

Maximize interactions and efficiency by utilizing “branching” single corridors/routes wherever possible in lieu of multiple parallel corridors/routes.

Locate break-out rooms outside meeting rooms along the internal circulation paths to promote participation.

Locate interior entry lobby in close relation to outdoor public spaces, to strengthen the indoor/outdoor relationship and encourage activities to continue from one space to the other.

Locate high use areas such as the work rooms and break rooms in central location nodes, for ease of access and maximum chance of encounters.

External Circulation

Use outdoor pedestrian pathways in combination with outdoor public spaces, to allow for a maximum number of casual encounters.

Locate pathways as an organizing way finding device for building entries.

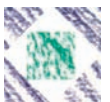
Use deciduous trees and landscaping to delineate pathways, and have shade in the summertime.

Approach to Materials & Finishes

As a vital campus facility this building is to be planned as a long term investment. Materials and finishes are to be selected for durability as well as aesthetics, assessing life-cycle costs in comparison with project financial projections and value engineering considerations. It is anticipated that brick masonry would be the dominant exterior material. The use of concrete, glass and metal could also be used in limited quantities. Due to the types of spaces programmed, extensive use of glass for day lighting and views would also be appropriate.

Building Exterior Materials and Finish Goals

- Exterior wall finishes and structure to be 100-year materials.
- Exterior wall fenestration to be 50-year materials.
- Roofing and waterproofing to be 20-year materials.
- Below-grade waterproofing to be 100-year materials.



BUILDING REQUIREMENTS

Building Security

Programmatic building security requirements are as follows:

- The building's security system shall provide for separate security for the main functions of the building.
 - Pedestrian Circulation
 - Meeting Rooms
 - Administrative Offices
- The building shall be equipped with a card access security system which can be programmed to be "open" during a time frame as required by building occupants.
- The building shall have a University compliant card access system for all exterior entries, with controlled access as programmed.
- The door unlocking system for all interior spaces shall follow Weber State University Design Guidelines.
- Video Monitoring.

Testing & Inspections

The Architect/Engineer, and the selected testing lab shall preform periodic construction observations, testing, and special inspections, as outlined in section 4.6 of the DFCM Design Criteria for Architects and Engineers. The design engineer shall list all required special inspections on the contract drawings, and preform periodic construction observations as required by the A/E agreement. Costs for special inspections and testing services will be paid for directly by the owner.





BUILDING REQUIREMENTS

CODES, REGULATIONS & SAFETY

General

The materials, design and construction of the Hurst Center for Lifelong Learning will conform to the standards established by Weber State University and the Utah State Division of Facilities Construction and Management (DFCM). Furthermore, it will conform to all building, accessibility, and energy codes adopted by the State of Utah at the time of design and construction, whether or not they are specifically referenced in this document.

It is the responsibility of the Design Team and the Architect of Record's to verify and utilize all the latest revisions, editions and adopted versions. If there are conflicting standards, code provisions and/or regulations, the most stringent will govern unless such requirement is waived in writing by the Utah State Division of Facilities Construction and Management.

In addition, the Design Team and Architect of Record will be required to coordinate their efforts with Weber State University Facilities Management and DFCM.

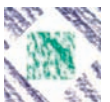
The following represents a partial list of currently applicable the codes and standards.

Applicable Codes & Standards

- International Building Code (IBC) 2003 with Utah Amendments
- International Mechanical Code (IMC) 2003
- International Plumbing Code (IPC) 2003
- National Electric Code (NEC) with Utah Amendments
- Life Safety Code NFPA 101 with Utah Amendments
- International Fire Code (IFC) 2003
- Laws, Rules, and Regulations of the Utah State Fire Marshall
- Americans with Disabilities Act Title III, 1991/1998 (ADA)
- Planning and Design Criteria to Prevent Architectural Barriers for Aged and Physically Handicapped (Fourth Revision, with lever hardware amendment)
- International Energy Conservation Code 2003
- ASHRAE Indoor Air Quality 62-2001 and Addendum 62n
- Utah Code for Energy Conservation in New Building Construction (ASHRAE Standard 9.1-1989)
- American Society of Heating, Refrigeration and Air Conditioning (ASHREA)
- Sheet Metal and Air Conditioning Contractor National Association (SMACNA)
- Underwriters Laboratory (UL)
- American Society of Testing Materials (ASTM)
- DFCM Design Criteria for Architects and Engineers
- Weber State University, "Design and Construction Standards for Architects, Engineers and Contractors' .Occupancy

Additional Recommended Codes, Standards & Guidelines

- ANSI/ASHRAE Z9.5



BUILDING REQUIREMENTS

Occupancy Classification

The occupancy determination must be confirmed by the Architect of Record with the University Fire Marshall and the State Fire Marshall.

Weber State University Facilities Management is the representative of the University with authority over all aspects of the design and construction process. All contact should be directed through the Project Manager from Weber State University.

ADA Accessibility

The new Hurst Center for Lifelong Learning is required to be in compliance with the American with Disabilities Act, Title III, 1991/1998 (ADA). The Utah State Building Board has adopted the following additional requirements:

- All public entries to the building will be ADA compliant with automatic door operators including required vestibule doors.
- One set of accessible restroom doors shall be equipped with automatic door operators including vestibule doors if applicable.
- ADA compliant parking shall be addressed





BUILDING REQUIREMENTS

2003 International Building Code Review

Occupancy

(Chapter 3)	University Functions:	B	(section 304)
	Assembly (50 or more):	A-3	(section 303)

Occupancy Separation

(Table 302.3.3)	A-3 to B = 2 hour
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Type of Construction

(Chapter 6)	Type IIB
-------------	----------

Frontage

(Section 506.2)	Assume 25%
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Occupancy Separation Required

Yes

Fire Sprinklers

Yes

Stories Allowed

(Table 503)	A-3	2 stories
	B	4 stories

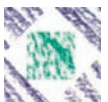
Allowable Building Area

Occupancy	A-3	B
Programmed Area	4,000	25,526
Basic Allowable Area (503)	9,500	23,000
(Note: per floor)		
Frontage Increase (506.2)	1.25	1.25
Multi-Story Increase (503.3)	x2	x2
(Note: up to 3x)		
Sprinkler Increase (506.3)	x2	x2
(Note: up to 3x)		
Total Allowable Area	47,500	115,000
Actual / Allowable (302.3.3)	8%	22%
Total: 0.?? is less than 1		

Fire-Resistive Requirements

(Table 601)

Structural Frame	
Including columns, girders, trusses:	0 hour
Bearing Walls	
Exterior Walls:	0 hour
Interior Walls:	0 hour
Non-Bearing Walls and Partitions	
Exterior Walls (Table 602)	0 hour (assuming 30' fire separation)
Interior Walls (Section 602)	Non-combustible construction
Floor Construction	
Including supporting beams and Joists:	0 hour
Roof Construction	
Including supporting beams and joists:	0 hour





BUILDING SYSTEMS DESIGN CRITERIA

Structural

The structural design for this project should provide a building system which will integrate with the program requirements for space layout, as well as with the architectural and building service needs, while meeting current code standards for vertical and horizontal load carrying capacity. User needs in terms of current flexibility of the spaces and future adaptability of use should be considered.

Structural / Service Coordination

Layout of the structural grid will need to respect the classroom, and office planning module established for the various building functions. During the design phase, a complexly integrated approach to building systems is recommended. Distribution of HVAC, plumbing and electrical services must be carefully coordinated with the structural elements, particularly at framing intersections and major cross-over points. This close coordination must be achieved in order to avoid conflicts and limit penetrations of major structural members.

Foundation System

A soils report for the project is not yet available. However, it is anticipated that the foundation system will be of conventional spot and continuous footings bearing on suitable, natural, undisturbed soils or on compacted fill extending to suitable, natural, undisturbed soils. The allowable soil bearing pressure will likely range from about 2,000 psf to 3,000 psf. The actual allowable soil bearing pressure will be determined by the Soils Engineer. The frost cover to be provided from final exterior grades to the bottom of exterior footings will be a minimum of 30 inches. Interior footings will likely have a

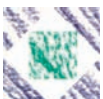
minimum embedment depth of about 18 inches below final interior slab on grade elevations.

The slabs on grade will be a minimum of 4" thick. In the basement area, they may need to be thicker to accommodate a mechanical equipment room. The slabs on grade will be reinforced with at least 0.001 ratio of deformed reinforcing steel in two directions based upon the gross section of concrete. The slab will likely be placed over 4" of free draining granular fill and appropriate moisture barriers. Slabs will be designed and detailed with control and construction joints spaced such that cracking is minimized.

Elevator pits will need to be incorporated into the foundation design.

Floor System

The suspended floors of the new building will be of 3.1/2 " of lightly reinforced normal weight concrete over 3" composite galvanized steel deck (6.1/2" total thickness) supported by composite steel beams. The floors are to be designed to limit vibrations to those expected for typical office and educational floors. The steel beams will be supported on steel columns. This is also a very efficient and economical framing system. The floors will need to be designed to support some heavy "UPS" equipment. The floors will need to accommodate openings for elevators and mechanical shafts.





BUILDING REQUIREMENTS

Roof System

The roof system will be 1 1/2 inch, 20 gauge, type "B" galvanized steel roof deck over open web steel joists and steel beams. The steel joists will be supported on steel girders. The steel girders and steel beams will be supported on steel columns. This is a very efficient and economical framing system. The roof will need to be designed to support snow loads, snow drifts and any miscellaneous mechanical loads (including penthouses or screen walls). It will also need to be designed and detailed to support any window washing equipment. The roof will need to be designed to accommodate the loads and openings of the elevator equipment.

Structural/Architectural Exterior Walls

The type of exterior walls to be used has not yet been determined but will likely be of brick veneer over steel studs. These walls are not load bearing and do not provide lateral support for the building. They will need to be detailed to accommodate lateral story drift caused by wind and seismic forces. The design and detailing of these walls will be covered by the architectural drawings.

Lateral Force Resisting System

The lateral force resisting system will be of the roof and floor systems steel roof deck acting as diaphragms which will distribute the lateral loads to the vertical force resisting system. The vertical force resisting system will be special moment resisting steel frames or concentric special steel braced frames or concrete walls or a combination of those systems. The redundancy factor for the project is less than 1.1.

The lateral forces will then be delivered into the foundation system by the vertical force resisting system. The foundation system will be designed for both overturning and sliding forces.

The building is located approximately 1/4 mile from a fault like that runs along Skyline Drive.

Codes

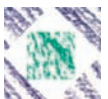
The 2003 International Building Code will be used as the minimum code and standard for this project. This includes the current editions of the standards of the Division of Facilities and Construction Management (DFCM).

Structural Design Criteria & Material Strengths

The final design criteria and material strengths are to be clearly shown on the final structure documents.

Structural Design Criteria and Material Strengths

Listed below are the minimum required structural design and material strengths. The criteria and strengths will continue to be evaluated as the design progresses. The structural design will be according to the 2003 International Building Code (IBC 2003). The building is to be classified as a Category III building per the IBC 2003.



BUILDING REQUIREMENTS



Design Criteria

1. Roof Snow Load

Snow Ground Load	$P_g = 44 \text{ psf}$
Snow Importance Factor	$I = 1.10$
Exposure Factor	$C_e = 1.0$
Thermal Factor	$C_t = 1.0$
Flat Roof Snow Loads	$P_f = .7 * G * I * C_e * C_t$

2. Seismic Loads

Short Period Mapped Acceleration	$S_s = 1.80$
Long Period Mapped Acceleration	$S_1 = 0.78$
Soil Site Class	D
Short Period Site Coefficient	$F_a = 1.50$
Long Period Site Coefficient	$F_v = 1.00$
Design Spectral Response Acceleration	$S_{ds} = 2/3 * F_a * S_s$
Design Spectral Response Acceleration	$S_{d1} = 2/3 * F_v * S_1$
Seismic Importance Factor	$I_e = 1.25$
Response Modification Coefficient	$R = 8$
Seismic Response Coefficient	$C_s = .161$
(with Dead Loads of Structure)	
Building Seismic Design Category	E
Base Shear	$V = C_s * W = SD$

3. Wind Loads

Basic Wind Velocity (3 Second Gust)	110h
Exposure Type	C
Importance Factor	1.15

Working Stress for Materials

1. Concrete (28 day strength):

Footings	3,000 psi
Foundation Walls	4,000 psi
Interior Slabs on Grade	3,500 psi
Concrete over Steel Deck	3,500 psi
Exterior Slabs on Grade	4,000 psi

2. Reinforcing Steel ASTM 615 Grade 60

	$F_y = 60 \text{ ksi}$
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3. Structural Steel

Wide Flange Shapes	ASTM A9952 (50 ksi)
Other Shapes and Plates	ASTM A36
Steel Tube Columns	ASTM A500 Grade B (46 ksi)

Miscellaneous

Blast loading was not a required design parameter for this project.

Future expansion of the building was not a design parameter for this project and is not anticipated.





BUILDING REQUIREMENTS

Mechanical, Plumbing & Fire Protection

General Mechanical

The design and construction of the new Hurst Center for Lifelong Learning at Weber State University shall comply with the current Utah State Division of Facilities and Construction Management's updated Design Criteria as well as the current Weber State University Design Standards.

The mechanical and plumbing systems for the buildings shall be energy conservative and suitable for the building occupancy. Systems and equipment shall have a proven history of providing efficiency and optimal energy conservation. Per the Governors directive, the building systems shall be 20% more energy efficient than current codes. Building shall be designed to meet the state High Performance Building Standard as outlined in the DFCM Design Requirements manual.

Automatic temperature controls shall be suitable for the building systems and occupancy. The control system shall be an electronic DDC system tied to the Johnson Metasys central campus control system. The new controls shall be 100% compatible and integrated with existing campus system.

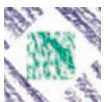
Provide complete operation and maintenance manuals at the completion of the project as well as a complete set of record drawings and specifications.

All equipment shall be clearly labeled. Equipment, piping and duct work shall be painted and labeled as required by Weber State University design guidelines.

Design Conditions

The mechanical system shall be designed to maintain comfort condition in accordance with the Utah State Energy Code, DFCM A/E Design Guide, and WSU Design and Construction Standards.

- Elevation: 4350 Ft.
- Latitude/Longitude: 41°15' N, 111°57'W
- Ambient: (ASHRAE 2-1/2%, 97%):
 - Summer 95°F DB 65°F WB
 - Winter 5°F DB
- Indoor Conditions:
 - Summer 75°F
 - Winter 72°F
- Envelope U-Values:
 - Building envelope shall be designed in coordination with mechanical systems in order to achieve energy performance of 20% better than ASHRAE 90.1 - 2001 and meet the High Performance Building standard
- Ventilation Rates: ASHRAE 2-1 - 2001
- Internal Heat Gain:
 - People: ASHRAE Estimates for Level Activity
 - Equipment, ASHRAE Estimates for Following:
 - Computers
 - Copy Machines
 - TV Monitors
- Lights: Assume 2.5 Watts / Sq. Ft. general. Adjust for special occupancy or task requirements.



BUILDING REQUIREMENTS

Applicable Codes

The mechanical system throughout the building shall be designed and installed in accordance with the most recently adopted of the following codes and standards:

- Life Safety Code
- International Building Code (IBC) including all appendices
- International Mechanical Code (IMC)
- International Plumbing Code (IPC)
- International Energy Conservation Code (IECC)
- International Fuel Gas Code (IFGC)
- National Electric Code (NEC)
- National Fire Protection Association (NFPA)
- ASHRAE 90.1 - 2001-2003
- ASHRAE Standard for Ventilation 62-1 2001
- ASHRAE Guides and Standards (ASHRAE)
- State of Utah Boiler and Pressure Vessel Rules and Regulations
- American Society of Mechanical Engineers (ASME)
- American Standards Association (ASA)
- American Society of Testing Materials (ASTM)
- Sheet Metal and Air Conditioning Contractors National Association (SMACNA)
- Occupational Safety and Health Administration (OSHA)
- DFCM Indoor Air Quality Criteria
- Utah State Division of Facilities and Construction Management (DFCM) - Architect / Engineer Design Guide
- Weber State University Design Guide

Heating, Ventilating, and Air Conditioning:

The building shall be heated, cooled and ventilated with systems suitable for the building function and occupancy in accordance with ASHRAE and DFCM standards. HVAC systems must compare with other mechanical systems designed for assembly, office and administrative areas. The primary system for the Hurst Center for Lifelong Learning shall be VAV with reheat.

Heating System

Heating shall be a hot water system served by stand alone gas-fired boilers. Boilers shall be selected and designed in coordination with the University to determine the lowest overall life cycle cost including installation, operation, and maintenance costs. Boiler system shall be designed for at least 60% boiler redundancy.

Heating water shall be distributed to re-heat coils at the individual VAV boxes, and to a pre-heat coil at each air handler. Heating water distribution system shall consist of 2 base mounted central pumps, coil circulating pumps, bladder type expansion tank, air separator, and chemical treatment. Heating water pumps shall be sized for 100% pump redundancy, with variable frequency drives for each pump.

Cooling System

Cooling shall be provided by an air cooled chiller. The air cooled chiller shall be located in a way to shield it as much as possible from the view of the high traffic areas, and the adjacent buildings, while still maintaining adequate service and airflow clearances.





BUILDING REQUIREMENTS

Chilled water shall be pumped to each air handler chilled water coil. Chilled water distribution system shall consist of 2 base mounted central pumps, coil circulating pumps, bladder type expansion tank, air separator, and glycol feed system, and chilled water storage tank (only if necessary for adequate loop volume). Chilled water pumps shall be sized for 100% pump redundancy, with variable frequency drives for each pump. Chilled water system shall be designed with adequate glycol percentage for freeze protection.

Computer server rooms shall be provided with independent dedicated cooling units.

Air Systems

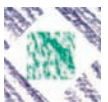
Air system for the building shall be a combination of variable volume air handling units, with VAV boxes for individual zones. Each assembly area/conference room shall have a dedicated VAV box. Individual rooms in each of the administrative/department areas shall be zoned together with other rooms of similar loading, function, outdoor exposure, etc. No more than 3 individual offices shall be combined on the same VAV box. The number of air handling units and their locations shall be determined by space location and usage, individual zone requirements, and economics. Each air handling unit shall be provided with hot water pre-heat coils and chilled water cooling coils. Each air handling unit shall have 100% economizer capability. The use of return/relief fans shall be determined during design. Return fans are encouraged where there are large pressure drops through return air systems, or where additional control of the building static pressure will be required.

Roof mounted belt driven exhaust fans shall be provided for the toilet rooms, custodial closets, copy room, elevator rooms and kitchens. Rooms with similar use, function and schedule may be combined in the same fan systems. The exact number and location of the fans shall be determined during the design. Exhaust ducts shall be routed to roof fans. Building exhaust fans shall be controlled via the BMS.

Outside air ventilation shall comply with ASHRAE Standard 62-1 2001. Outside air shall be controlled by carbon dioxide sensors to provide adequate ventilation, as well as improved energy efficiency. The systems shall be capable of 100% outside air and 100% relief air in economizer load. The number and location of fresh air inlets, and relief air outlets shall be determined during design.

The air handling system shall be controlled by a DDC control system that is 100% integrated into the campus central control system. Building air handling system controls shall include air handler VFD control with duct static pressure re-set, air handler discharge temperature control, outside air damper control, etc. Additional specifics of the controls system shall be coordinated with the University during design.

All duct work shall be insulated metal duct with volume dampers for each diffuser or grille. Assembly and office air distribution systems shall be designed to provide a quiet and comfortable working environment. Provide sound "boots" on each return air grill.



BUILDING REQUIREMENTS

Plumbing Systems

Plumbing systems shall be designed to meet the International Plumbing Code as adopted by the State of Utah, DFCM Guidelines and Weber State University Design and Construction Standards.

Domestic hot water shall be provided by a gas fired storage type water heater. Water heater shall be located centrally, as close to the restroom groups as possible. Provide adequate flue and combustion air for water heater. Provide a hot water re-circulating line and pump only if there is more than 75 feet from the water heater to the farthest fixture.

Plumbing fixtures shall be manufactured by the same source. Provide the ADA complaint fixtures as required by code, and where called out in the individual space requirements. Provide water closets, sinks, lavatories, and any other fixtures as detailed in the Individual Space Outlines.

Provide floor mounted service sinks in the custodial closets indicated in the Individual Space Outlines.

Provide mixing valves on the ADA bathroom fixtures.

As required by the design, lavatories shall be either cabinet mounted or wall mounted self supporting fixtures.

Water closets shall be mounted flush valve type with elongated bowl and open front seat.

Floor drains shall be provided in all bathrooms, custodial closets, mechanical equipment rooms and kitchens. Provide trap primers for all

floor drains and sinks per IPC. Provide trap primers in an accessible location for maintenance.

Water treatment for the hydronic systems shall be provided by West Water and Energy Systems, or other University approved water treatment service organization. Water treatment for heating water systems shall consist of a basic corrosion inhibitor. Water treatment for the chilled water system shall be a glycol for freeze protection, including a glycol storage tank, and glycol feed pump.

Exterior Hydrants shall be provided for landscape and hose connections.

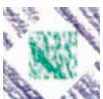
Fire Protection Systems

Fire sprinkler protection shall be provided suitable for the building type and occupancy. The entire building shall be sprinkled. The system shall comply with the NFPA, the WSU Campus Fire Marshall and the Utah State Fire Marshall standards and requirements.

The main fire alarm panels shall be installed adjacent to the building's primary front entrance, which will be used by the fire department. The exact location shall be determined during design after reviewing and consulting with WSU's Campus Fire Marshall.

The fire sprinkler test for the inspector shall be piped into a drain or sewer to prevent water damage.

The fire sprinkler test for the inspector shall be of the simulated sprinkler head type, and not the glass bulb type.





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The fire alarm contractor shall provide a dry set of contacts to tie into WSU's central campus annunciator panel.

All fire related doors shall be supplied with a magnetic door hold open and tied into WSU's campus fire alarm system. Upon activation of a fire alarm or a power failure, they shall release.

The contractor shall provide documentation of the acceptability of all fire-safing materials used.

General Electrical

Codes & Standards

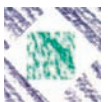
Codes, which are applicable to the design of the electrical systems, are listed below. Comply with each of the latest adopted publications:

- ADA, Americans with Disabilities Act
- ASHRAE 90.1 Energy Code
- EIA/TIA, Electronics Industries Association / Telecommunications Industry Association.
- IBC 2003, International Building Code
- IEEE 1100-1999, Recommended Practice for Power and Grounding Electronic Equipment
- IESNA, Illuminating Engineering Society of North America
- NFPA, National Fire Protection Association (applicable sections including but not limited to):
 - NFPA 70, National Electrical Code
 - NFPA 72, National Fire Alarm Code
- UL, Underwriter's Laboratories
- Utah State Fire Marshall Laws, Rules and Regulations
- DFCM, Division of Facilities & Construction Management, Design Criteria
- Weber State University Design Guidelines

Power Distribution System

The main electrical room should be constructed to house a 480/277 volt and a 208/120 main distribution switchboard.

This room should be located as close as possible to the pad-mounted



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high voltage transformers to reduce the length of feeder conduit and conductors.

The 480/277 volt main distribution switchboard should be free standing and equipped with Square D. "Powerlogic"- type digital metering and should be tied to the campus central power monitoring system via a data line.

The 480/277 volt main distribution switchboard should be utilized to provide power to branch lighting panel boards, 480 volt machines, elevators and large mechanical equipment such as air handlers, pumps, chillers, fans, etc.

The 208/120 volt main distribution switchboard should be utilized to provide power to branch power distribution panel boards for computer equipment, owner furnished equipment, duplex outlets, small mechanical equipment, etc.

Electrical rooms should be constructed on each floor to house the 480/277-volt and 208/120 volt branch panel boards.

Electrical rooms should be stacked on top of each other to reduce length of feeder runs.

Electrical rooms should have a minimum of 25% additional space for future growth.

Separate branch panel boards should be installed to feed power to computer equipment. Computers and any sensitive equipment should be tied to separate panel boards to isolate them from other equipment such as small mechanical equipment and general-pur-

pose duplex outlets. Main distribution switchboards and branch panel boards should have 50% excess capacity for future growth and flexibility.

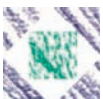
Transient voltage surge suppressors should be provided for 480/277 volt and 208/120 volt main distribution switchboards, also for computer equipment branch panel boards.

All conductors should be copper. Conductors for branch circuits should be sized to prevent voltage drop exceeding 3% at the farthest point with 80% or circuit breaker demand load (duplex outlets, equipment, etc.) The total voltage drop on both feeders and branch circuits should not exceed 5%.

All conductors shall be installed in conduit. Minimum size of the conduit to be 3/4". Type MC cable may not be used for light fixture whips. Fixture whips are to be premanufactured or 3/8" flex steel conduit with #14 THHN STE wire. Provide pull strings in all empty conduit.

A fault current and selective device coordination study should be done to indicate available fault current at all points in the 15 kV and building power distribution system. New switchboards, panelboards, etc., should be adequately rated for the available fault current. Fuses and circuit breakers with adjustable long time, short time, instantaneous and/or ground fault setting shall be set at levels for optimum system coordination.

Mechanical equipment requiring variable frequency drives (VFD's) should comply with DFCM standards for VFD's included in the "Design Criteria for Architects and Engineers" posted on the web.





BUILDING REQUIREMENTS

Standby Power Distribution System

Provide a standby diesel engine generator with a skid mounted fuel tank and walk-around sound attenuated enclosure to support new building life safety equipment, network equipment, A/C equipment for network computer equipment, outlets in IDF rooms, and other standby outlets as designed by the users. Standby diesel engine generator should have approximately 20% excess capacity for future growth and flexibility.

New engine generator should be equipped with demand power meters alarm indicating control panel. Dry contacts should be available for remote monitoring of engine and fuel system alarms.

Fuel tank should be sized for 24 hours of engine operation at 100% load. University campus should have the ability to refill the tank during an extended commercial power outage.

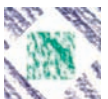
A separate automatic transfer switch should be provided for life safety equipment.

A stand-by power generator is already existing. If a larger one will be required. The Contractor is to remove the existing generator and deliver it to WSU for future use in another location.

Outlets

Locations and number of outlets should be coordinated for each space with users and comply with their needs and requirements. The following is to be used as general guidance:

- *Offices:* For each workstation, provide two duplex outlets dedicated to computer terminals and one additional normal outlet for every 10'-0" of wall space.
- *Conference Rooms & Assembly Halls:* One outlet for every 10'-0" of wall space, plus one outlet dedicated to computer terminals on all walls. Provide floor outlets underneath conference room tables.
- *Commons, Waiting, Reception & Pre-Function Areas:* Provide power outlets for laptop computers, at least one four-plex for each group of four seats, but no less than one outlet per each 6' of wall space. Provide floor outlets where stations or equipment cannot be served directly from the wall without crossing aisle space.
- *Break rooms & Warming Kitchen:* GFI outlets on dedicated circuits every 4' on counter top plus dedicated outlets for refrigerator, microwave, and disposal (switched at counter top), plus one outlet for every 10'-0 or other wall space in room.
- *Mail/Copy/Printing Workrooms:* Dedicated circuits every 4' along counter tops plus dedicated outlets for printers, copiers, and other equipment indicated on the Individual Space Outlines, plus one outlet for every 6' of wall space in the room.
- *Counter tops & Work surfaces (in general):* One outlet every 4', GFI within 8' of a sink.





- *Telecommunication Rooms:* Provide emergency source outlets for equipment and a normal power duplex outlet for general purpose use.
- *Electrical Rooms:* At least one outlet on emergency power, designated by a red outlet with a red cover plate and labeled "EMERGENCY POWER". Lighting to be tied to the emergency backup system.
- *Restrooms Rooms:* One GFI outlet near each lavatory counter top.
- *Corridors:* Provide at least one outlet every 25'-0", on alternating sides of the corridor.
- *Lobbies:* Provide at least one outlet every 10'-0", on alternating sides of the lobby.
- *Stairs:* One outlet at the landing of each level.
- *Storage Rooms:* One duplex outlet per wall.
- *Janitors Closets:* Two duplex outlets.
- *Building Exterior:* One WP/GFI outlet near each entrance and adequately spaced on the outside of the building to accommodate signage, display and student interaction areas.
- *Grounding:* Grounding conductors shall be installed with all feeder and branch circuits. Provide a grounding riser system throughout the telecommunication rooms with grounding bus bars mounted on the wall in each room.

Lighting

General

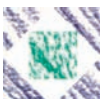
Lighting design should comply with illuminance levels and uniformity criteria of IESNA and its recommended practices. Comply with RP1-93 "Office Lighting", RP3-00 "Lighting for Educational Facilities", and RP-33-99 "Lighting for Exterior Environments". Specify maximum 20% THD electronic ballasts. In addition, design lighting with a CRI exceeding 82, except in storage, mechanical, electrical, and similar non-public applications. Where appropriate, different lamp types should be minimized. Use 4' T-8 lamps with CRI of 86 or greater wherever possible. Lamps should be specified to comply with EPA TCLP requirements.

Comply with ASHRAE 90.1 requirements, except the overall energy target requirements should be exceeded by 15%. Design lighting control to harvest day lighting were practical, to control based upon occupancy, and according to programmable scheduling as applicable to the application.

Only campus standard lighting fixtures should be used for walkways, compatible with the campus surroundings. Exterior lighting should be controlled by combination photocell and time schedule.

Interior Lighting

In general, low-glare fluorescent lighting with electronic ballasts should be utilized. Pendant indirect lighting should be strongly considered, but must be carefully coordinated in rooms with projectors so that the fixtures will not interfere with the projected image. Select luminaries for areas where VDTs are planned which are de-





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signed to minimize veiling reflections, and provide multilevel lighting control and task lighting to reduce the illuminance on the VDT. In addition, in rooms with audio/visual, provide lighting with variable or switched levels as indicated with a separate controlled zone to reduce glare and illuminance on the audio/visual display. In rooms with projectors, provide a separate bank of lighting control switches or station near the instructor position for ease of controlling lighting during presentations. Comply with RP-3-00 for classroom lighting, except increase illuminance to 75 fc (variable). Comply with RP-1-93 for office lighting.

Occupancy sensors should be used for the appropriate applications and control for daylight harvesting. Specify dual technology ceiling mounted directional sensors in private offices and classrooms with manual off-switches. Ultrasonic sensors should be in rest rooms. Programmable lighting control with manual timed overrides should be in all common areas such as open offices, corridors, lobbies, and similar areas.

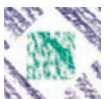
Provide exit lighting to comply with IBC. Emergency lighting should be designed for means of egress to 1 fc minimum to comply with IBC. Include emergency lighting in restrooms, electrical rooms, communication rooms, etc.

Provide emergency lighting in the exterior of the building to comply with IBC.

Fire Alarm System

Fire alarm system should be designed to comply with Utah State Fire Marshall's "Rules and Regulations" and Weber State University Design Standards. Only Notifier as distributed by Mountain Alarm is allowed on campus. An addressable fire alarm system shall be designed capable of networking with the campus system and reporting back to central campus fire alarm system. Design strobes visible from all locations except private offices.

Horn installation should comply with NFPA including for higher ambient noise requirements. Where smoke control systems are required, the integration of the fire alarm with the smoke control systems should be coordinated. Provide duct detectors and fan shut-down where required by NFPA and the IMC, including detection of smoke at all return air shafts servicing multiple floors. Coordinate location of the building fire alarm control panel and annunciator panel with Campus fire marshal. Sub-metering will be required for electrodes tied into the Campus Metasys system.



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Telecommunication System

Four (4) 4" conduit should be installed between the MDF room.

IDF rooms should be constructed on each floor and should be stacked on top of each other. Cable length between IDF and Voice/Data outlets should not exceed 285 feet (90 meters).

Size of the MDF and IDF rooms should be coordinated with Weber State telecommunication group.

Four (4) 4" conduit should be installed between MDF room and IDF room.

All the walls in the MDF room and IDF room should be constructed with 3/4" plywood and painted with two (2) coats of fire retardant paint.

Cable tray should be installed in the corridors and should tie to cable trays in the IDF and MDF rooms.

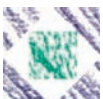
J-boxes for all voice/data jacks should be 4"x4"x2 3/8" with single gang mud rings. Two (2) 1" conduit should run from each J-box to the cable trays or directly to IDF or MDF room, whichever is closest.

Pull box should be provided after total of 180' bend in each conduit run. Maximum conduit distance from each voice/data outlet to cable tray should not exceed 50 feet.

Security Systems

Security system should comply with campus standards. Security system should annunciate alarm condition to, and be completely monitored by the Weber State University campus police department.

DDC control system shall be tied into the Campus Metasys system. The security system shall report to Mountain Alarm.





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Clock System

Simplex clock system should be provided throughout the building in common areas; locations should be coordinated with the users.

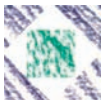
VERTICAL TRANSPORTATION

Elevator Performance Standards

Utilize standards previously recommended for evaluating elevator in the new Humanities Building. From these standards, which cover the quality and quantity of elevator service, the following planning criteria are recommended. These criteria are based on five minutes of heavy two-way traffic.

Building Passenger Elevators

- Average Interval Less than 40 seconds
- Handling Capacity To suit needs of each elevator



BUILDING REQUIREMENTS

SYSTEM COMMISSIONING

Mechanical System Commissioning

In order to comply with 1999 ASHRAE 90.1, commission the mechanical system in accordance with the 1996 ASHRAE Guideline 1 “The HVAC Commissioning Process”. A commissioning authority will be hired directly by the State to oversee the commissioning.

Electrical System Commissioning

Complete commissioning specifications are required for this project to ensure that the products specified are tuned and adjusted properly. Commissioning shall include testing and adjusting all electrical and systems equipment, preparing documentation of the testing results, preparing O&M manuals, and providing owner training as specified in each section of the electrical and systems specifications.





BUILDING REQUIREMENTS

LANDSCAPE DESIGN CRITERIA

Outdoor Space Types & Features

Create a variety of campus space types: quiet/active, green/paved, open/closed, shaded/sunny, etc. Limit hardscape areas to those that will attract large gatherings; in principal most outdoor spaces should not be hardscape. The building and site must provide for quality key open space. The building site offers an opportunity to create additional outdoor activity areas and to enhance the existing outdoor activity areas/green spaces. Provide fixed and movable site furniture at strategic quiet and busy locations to accommodate both quiet lounging and interactions.

Site Accessibility

Paths to building entrances shall meet ADA criteria for slope and landings. Wherever possible, all other site paths shall meet ADA criteria. If that is unfeasible in a particular location, provide elevator access within the Humanities Building that will allow wheelchair users to transition the non-compliant grade condition. All usable outdoor spaces shall be fully accessible.

Bicycles

Provide for bicycle usage along the pedestrian corridors, and secure bicycle storage adjacent to the entrance. Bicycle racks, rather than bicycle lockers, should be located conveniently near building entrances.

Trash and Recycling Containers

Locate receptacles near building entrances and in areas where people are encouraged to congregate. Recycle bins should be located adjacent to trash bins to encourage use.

Plant Materials

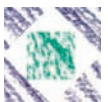
Indigenous plant materials should constitute a majority of the plant palette and be able to withstand drought conditions during the heat of summer months. Deciduous trees are encouraged along pedestrian walks and in plaza areas to provide shade. Mass shrub plantings should avoid creating areas of security hazard (i.e. along pedestrian walks and entry ways).

Irrigation

Irrigation should not be considered as the primary source of plant vitality. Limited focal areas may be considered for irrigation, with consideration of minimal water consumption. Large expansive lawns are to be avoided due to the limited water availability. High drought tolerant grass species should be specified. Alteration of the topography to concentrate water in plant beds and lawn areas instead of storm drains should be considered. Xeriscape design concepts should be incorporated and coordinated with Weber State Facilities Management.

Site Lighting

Lighting is to be provided along pedestrian walks for security. High cut-off fixtures should be used to avoid light wash pollution to adjacent buildings and the sky.



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Paving Alternatives

Consider using pavements in areas of low pedestrian concentration or tertiary circulation patterns. Permeable pavements potentially reduce the amount of storm water run-off.

Designated Smoking Areas

Exterior designated smoking areas should be provided that offer shelter from the elements.

VALUE ENGINEERING

Weber State University may conduct a Value Engineering Workshops with the Value Based Selected Contractor (CM/GC) at the Schematic Design Phase and the Design Development Phase submittal stage. The VE sessions should include a presentation of the project by the Design Team, and evaluation/recommendations by the CM/GC and Owner. The University may also invite a “cold team” to participate in these workshops.





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SUSTAINABLE DESIGN

Definition

The American Institute of Architects defines sustainability as “the ability of society to continue functioning in the future without being forced into decline through exhaustion or overloading of the key resources on which that system depends.” In simple terms it is the principal of accommodating human needs without diminishing the health and productivity of natural systems.

Current building practices do not represent a sustainable approach to design. The reality is that buildings consume nearly a third of America’s energy-- much of it wasted by inefficient design-- while land-use decisions influence another third used in transportation. However, sustainable design practices represent a healthy balance between human needs and natural systems described above.

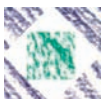
This balance can be put into two categories, Resource Efficiency and Community Sensitivity. Resource Efficiency is the practice of utilizing resources such as land, water, soils, minerals, fossil fuels and electricity to their fullest capability. Community or cultural sensitivity connects people to places, nature, and other people.

Benefits

Sustainable design can lead to a variety of benefits, many of which are economic. These benefits can include reduced capital costs of some building components. There are also the obvious reduced operating and maintenance costs that come from a reduction in energy and water costs that come from an efficient design. The reduced operating costs range from 10-50% less than traditional building methods and designs.

There are also numerous studies that link healthy, day lit buildings to decreased absenteeism and increased productivity as much as 2 to 15 percent. Sustainable buildings also provide reduced liability risks by limiting occupant exposure to poor indoor air quality and other known chemical pollutants.

Finally, sustainable buildings can provide opportunities for positive relations through education programs showing positive solutions and examples of successful buildings.





Sustainable Design Components

Restorative Site Development Strategies

1. Reduce pollution and land development impacts from automobile use by providing and accommodating alternatives such as public transportation, pedestrian links to other campus buildings, and bicycle transportation.
2. Encourage opportunities for urban wildlife by developing and restoring landscaped areas with native and compatible adaptive plant species.
3. Maximize landscaped areas to minimize peak storm flows, increase on-site filtration of solids and phosphorous contaminants.
4. Reduce the negative effects of urban heat-islands by providing shade on paved areas with canopy trees and light colored paving materials.
5. Use high-reflectance (Energy Star) roof and paving materials to reduce heat-island effects.
6. Provide safe & uniform exterior lighting with no off site light trespass.

Enhanced Water Efficiency

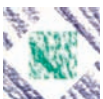
1. Limit the use of potable water for landscape irrigation by designing high-efficiency irrigation systems and grouping plants with like water requirements to reduce irrigation requirements.
2. Include plumbing fixtures with proven history of reduced water use.

Energy Saving Design Opportunities

1. Verify and ensure that fundamental building elements and systems are designed, installed and calibrated to operate as intended by engaging an independent commissioning authority.
2. Reduce design energy costs compared to code-required levels by a minimum of 20%.
3. Building envelope design to reduce energy use (solar orientation, shading devices at eaves and glazing, high R-value roof and wall assemblies).
4. Design fenestration to provide daylight in occupied spaces to reduce need for artificial illumination.
5. Design electrical switch gear to accommodate future renewable energy devices such as photo-voltaic panels.
6. Building design to include opportunities for future renewable energy devices such as photo-voltaic panels.
7. Reduce ozone depletion and support early compliance with the Montreal Protocol by designing refrigeration systems that do not contain CFC's, HCFC's or Halon.
8. Provide for the ongoing optimization of building energy and water consumption performance over time by including measurement and verification technology.

Materials to Facilitate Healthy Environments

1. Provide multiple recycling areas to accommodate the collection, separation and removal of recyclables to reduce waste that is disposed of in landfills.
2. Divert construction debris from landfill disposal by developing and implementing a waste management plan for construction activities.





BUILDING REQUIREMENTS

3. Prioritize the potential use of building materials with recycled content (tiles, masonry units, steel, carpeting, etc.)
4. Reduce effects of transportation and support local economy by specifying materials manufactured and assembled locally.
5. Encourage environmentally responsible forest management by using wood-based materials certified in accordance with the Forest Stewardship Council Guidelines.

Indoor Environmental Quality

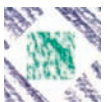
1. Provide for a thermally comfortable environment that supports the productive and healthy performance of the building occupants.
2. Reduce air contaminants coming from building materials by creating a construction indoor air quality plan.
3. Include capacity for indoor air quality monitoring (CO₂) for occupant health and comfort.
4. Provide increased quantities of fresh air to support health, safety and comfort of building occupants.
5. Specify low V. O. C. emitting paints, adhesives, sealants, and other products to enhance the health benefits to occupants.
6. Minimize cross-contamination of pollutants in occupied spaces by separating potentially hazardous chemicals.
7. Provide a connection between indoor and outdoor environments through the introduction of sunlight and views into the occupied areas of the building.

Community Outreach

1. Utilize the opportunity to provide outreach and education for site and building green design features.

University Support

Weber State University supports the goal of sustainable design which incorporates energy savings, while meeting Program and Facilities needs within scope and budget.



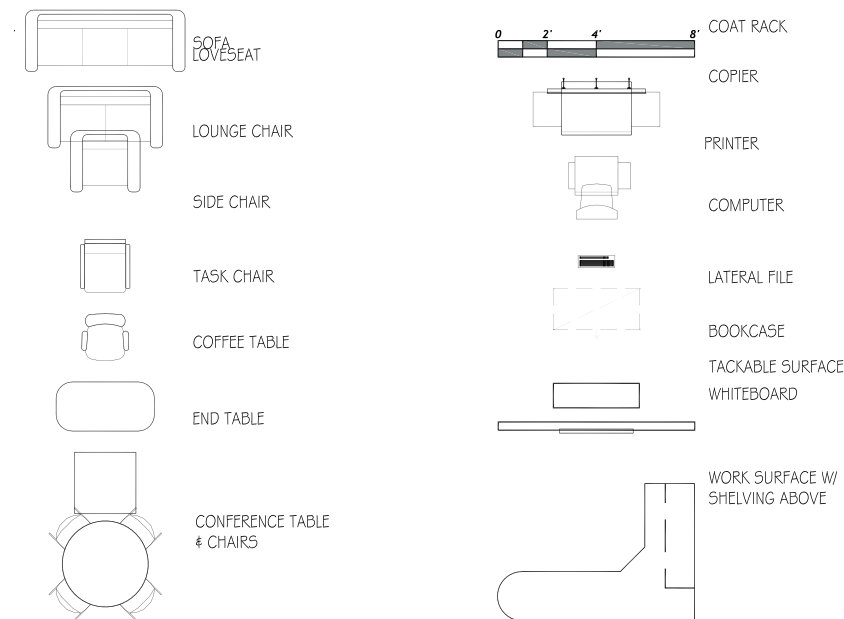
INDIVIDUAL SPACE REQUIREMENTS

INDIVIDUAL SPACE OUTLINE FORMAT

Overview

The following sections contain the building program space summaries for all the required spaces in the new facility. It is organized into sub-sections that are broken down by major departmental areas and categories of space type. Presented at the beginning of each sub-section is a relationship diagram the particular department and/or space type. Following is detailed information regarding the contents, size and character of each space which comprise the department or category.

Symbol Legend



Terminology

The terminology used in this program is standard terminology used by Architects. Terms such as NSF and GSF are related to the square footage of spaces described in the program. NSF is the Net Square Footage or the area a function will occupy. GSF is the Gross Square Footage which includes corridor systems, wall widths and miscellaneous support spaces such as mechanical rooms, restrooms, etc. Typically in education facilities the GSF can be derived from the NSF by using a multiplying factor. This factor is based on historical trends in education facilities and standards used by the State of Utah. The factor used in this program is 1.48 or 67.7% of the GSF is the NSF for new construction. This is an average factor of utilization; however, the Architect should take extra care to achieve the most efficient use of space.

The term **FULL SOUND CONSTRUCTION** refers to a particular construction assembly. This assembly is defined as: Metal studs extending from the floor to the structure above, with sound batts between studs, resilient channel on one side of the studs, and one layer of 5/8" gypsum board on both sides. All penetrations are to be sealed. All return air grilles are to have sound boots. As well as, all penetrations through sound walls. Lay-in ceiling panels in rooms required to have full sound construction should be a foil faced cast tile. All doors in sound walls should be gasketed (i.e., **SOUND ISOLATION**).

All furnishings shown in the offices and suites is to be systems type furniture. Lineal foot dimensions for work surfaces have been taken along the user side.

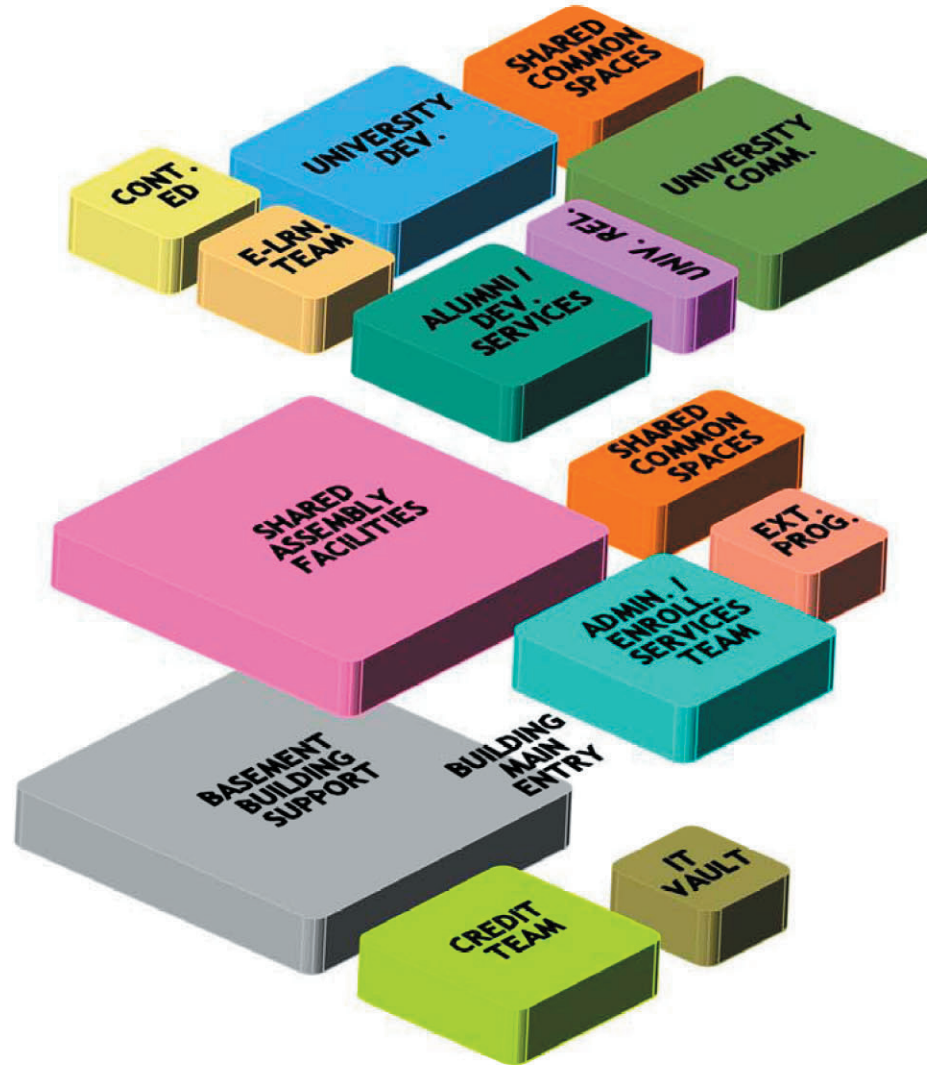
A dimensioning grid is in the background of each space drawing. The increments between the dots represent 1'-0".





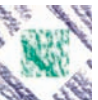
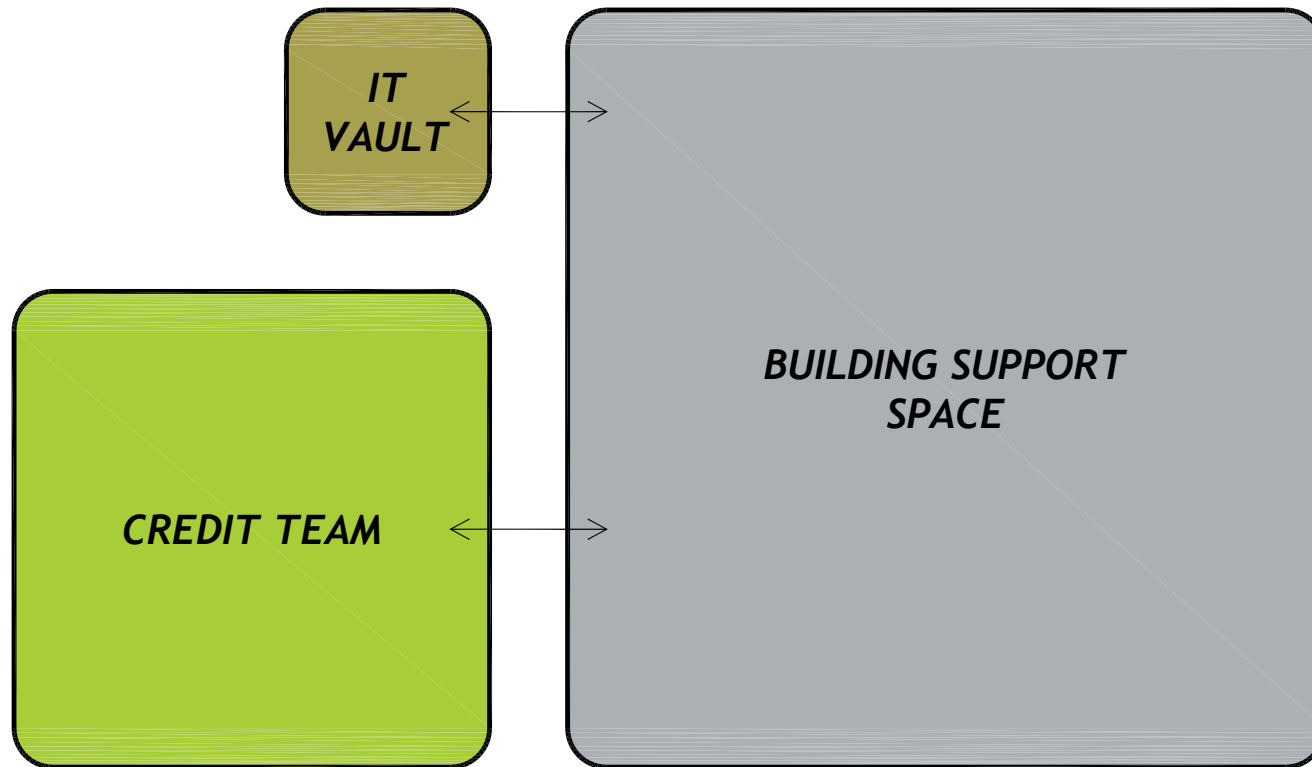
INDIVIDUAL SPACE REQUIREMENTS

VERTICAL RELATIONSHIP ANALYSIS DIAGRAM



INDIVIDUAL SPACE REQUIREMENTS

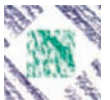
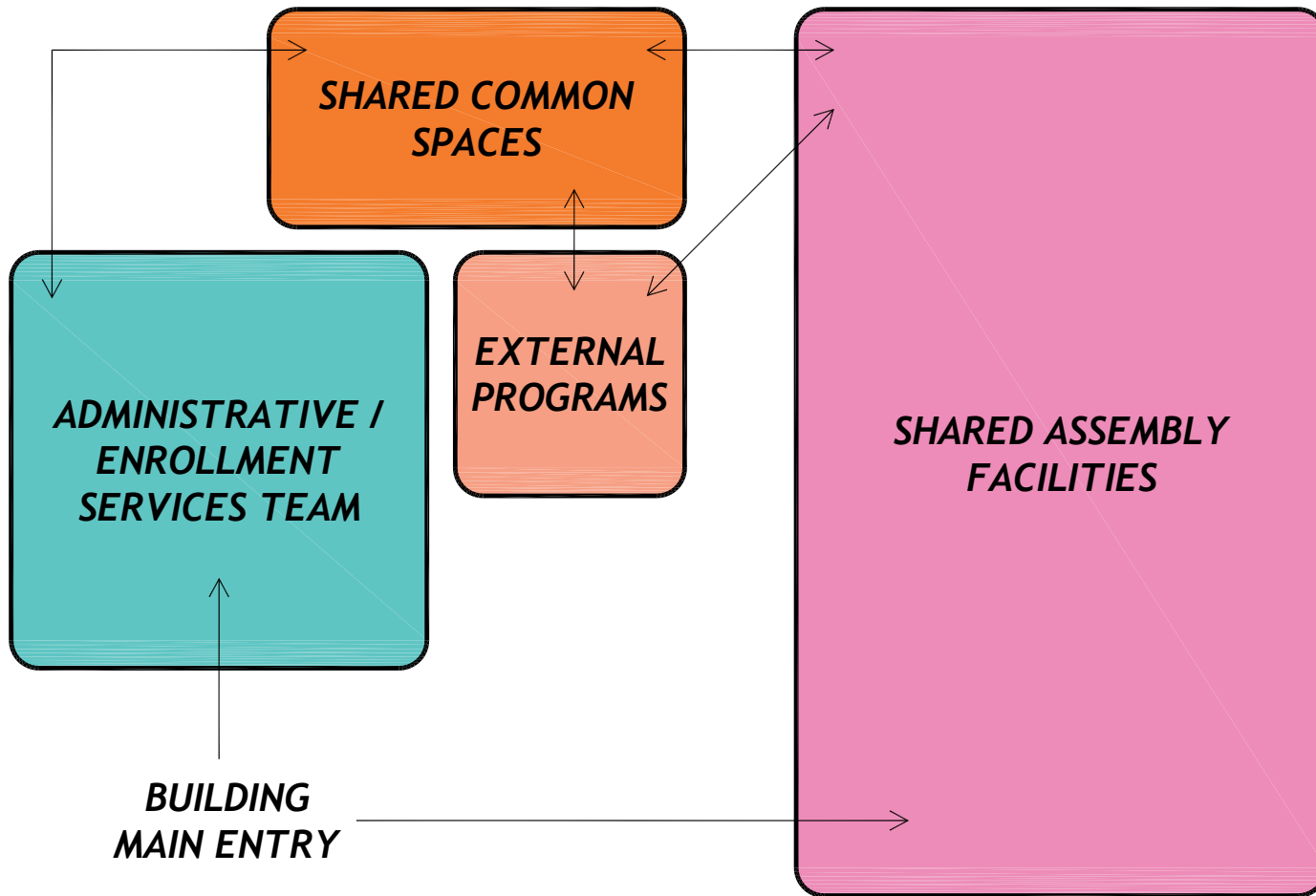
BASEMENT RELATIONSHIP ANALYSIS DIAGRAM





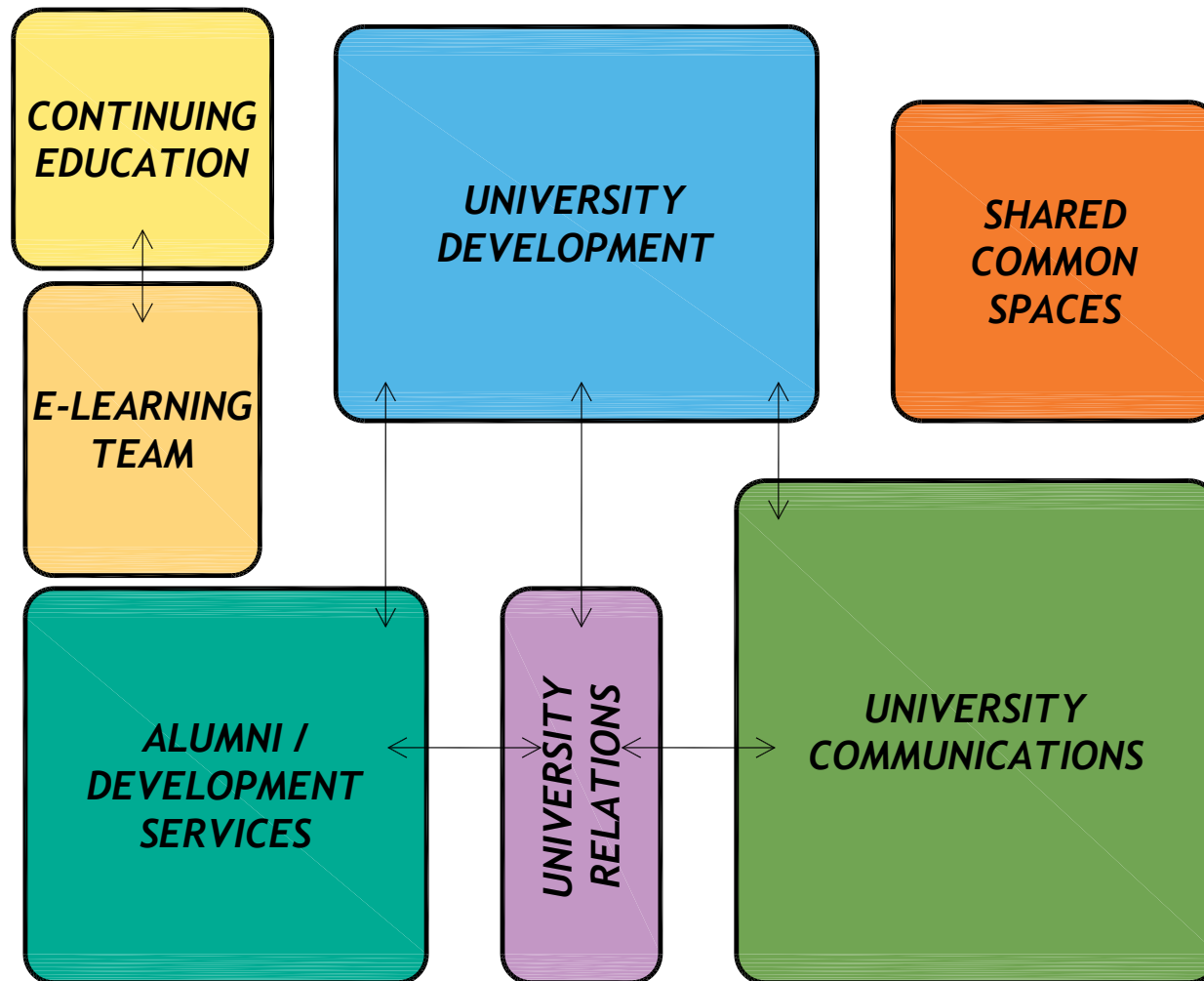
INDIVIDUAL SPACE REQUIREMENTS

FIRST FLOOR RELATIONSHIP ANALYSIS DIAGRAM



INDIVIDUAL SPACE REQUIREMENTS

SECOND FLOOR RELATIONSHIP ANALYSIS DIAGRAM

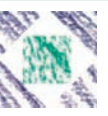


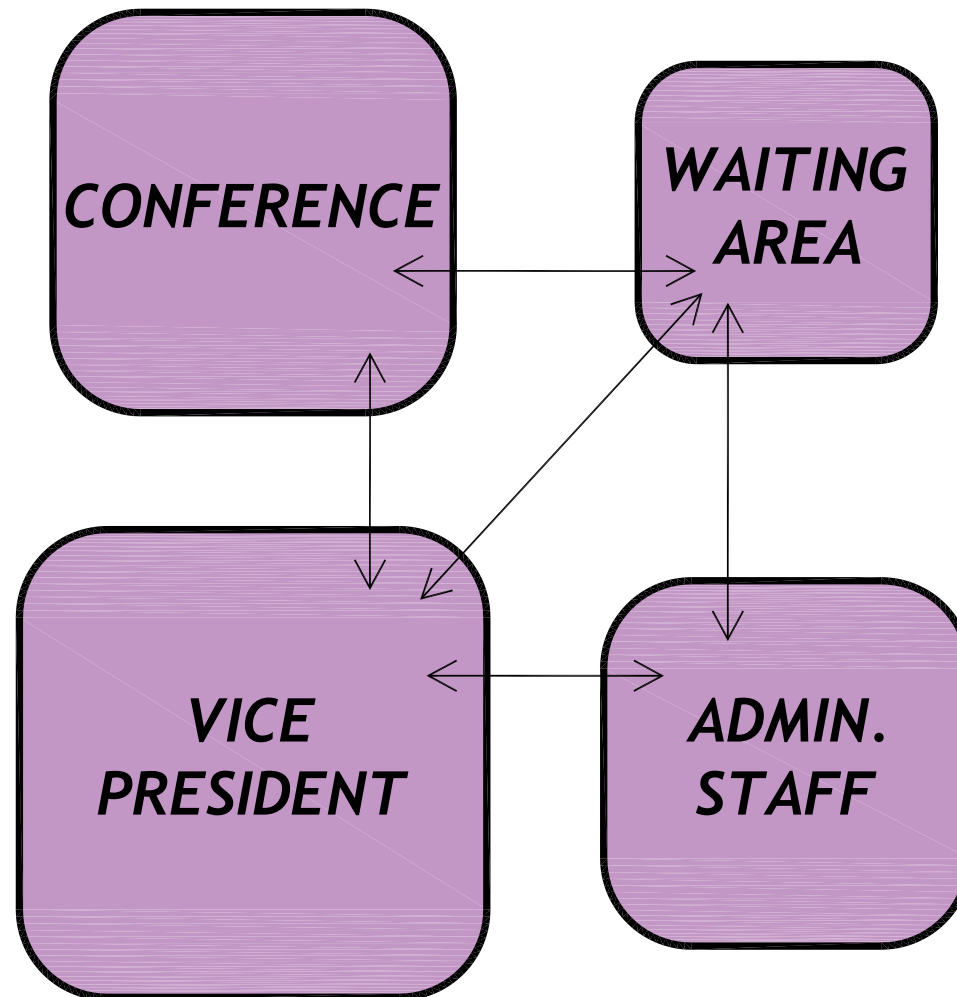


Weber State University

HURST CENTER FOR LIFELONG LEARNING

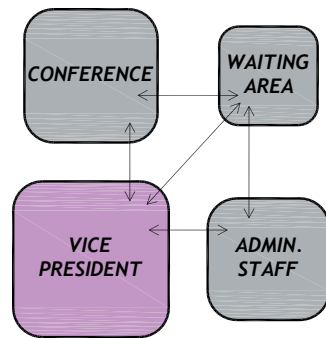
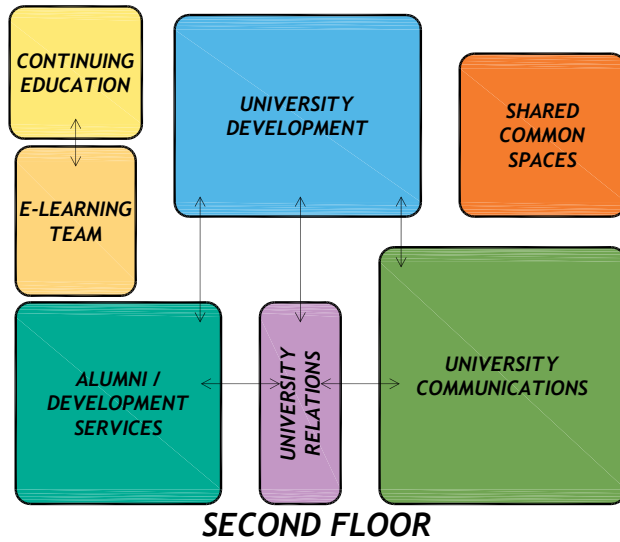
HFSArchitects



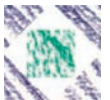
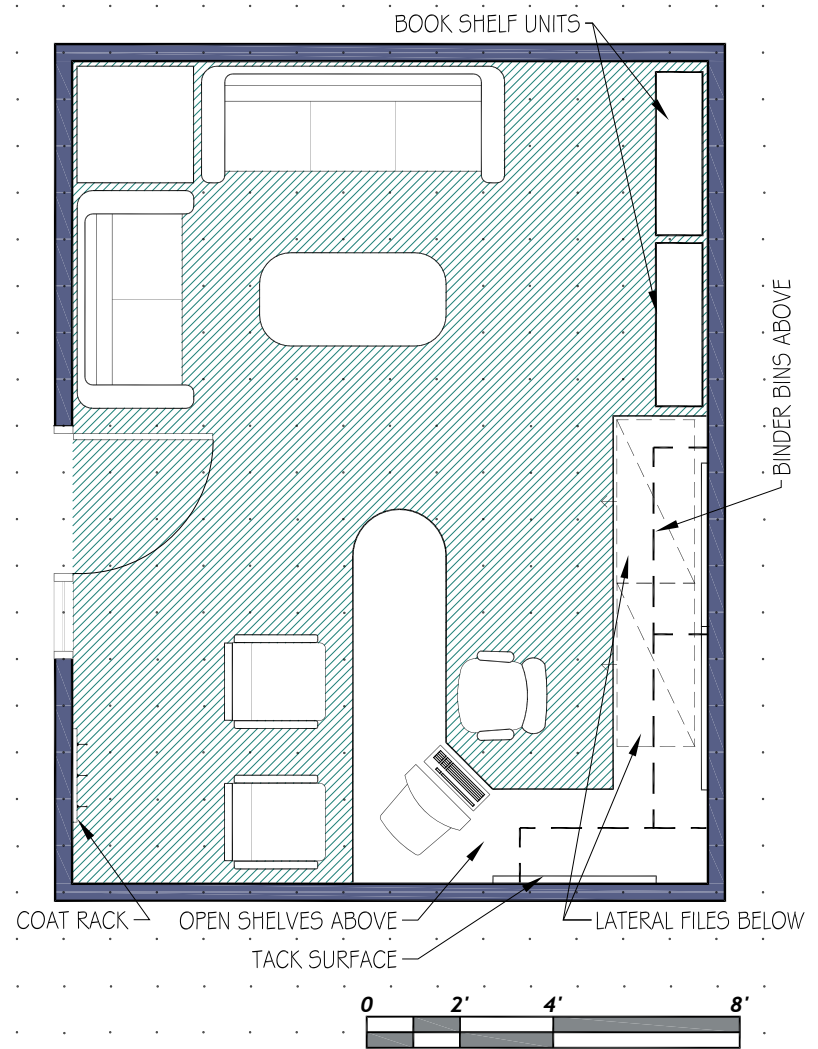




INDIVIDUAL SPACE DIAGRAMS



UNIVERSITY RELATIONS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Private Office
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 250 sf
- Subtotal Required Area: 250 sf
- Subtotal Additional Area: 0 sf
- Total Area: 250 sf

Occupant Summary

- Assigned Occupants: 1
- Visitors: 2-8

Function / Tasks

- Provide a professional workspace
- General office work & conferencing

Relationships

- Location: Second Floor
- Adjacency: Staff Office & Waiting Area
- Proximity: UR Conference Room
- Separation: Spaces for group activities
Equipment & mechanical rooms
Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: Full sound construction

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal, glazed sidelite
- Special: Sound isolation

Windows

- Natural Light: Required
- Type: Aluminum frame
- Glazing: Insulated w/ low-e coating

Casework / Fixed Equipment

- Coat Rack: 18x6x3/4 oak plate 2 dbl-prong
- Whiteboard (alum. frame & tray): (1) 48"x48"

Furnishings

- Work Surface: (1) 24"x96" & (1) 24"x48"
- Work Surface, angled corner: (1) 24"x36"
- Work/Table Surface: (1) 24"x72"
- Shelf Unit, 2-shelves high: (1) 14"x48"
- Binder Bin w/ lockable door: (2) 15"x48"
- Book Shelf Unit, 6-shelves high: (2) 14"x42"
- Keyboard Shelf: (1) pull-out
- Tack Surface: (1) 24"x36"
- 2-Drawer Lateral File: (2) 18"x42"
- Task Chair w/ arms, adjustable: (1) 27"x28"
- Sofa/Loveseat Group w/ Tables: (1) set
- Upholstered Side Chairs: (2) 20"x20"
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)

- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12'
One per wall (min.)
Additional capacity for equipment listed

- Data: Capacity for one computer (min.)
Additional capacity for equipment listed

- Phone: Minimum one
- Video: Capacity for future video & audio

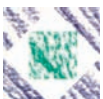
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces

- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

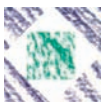
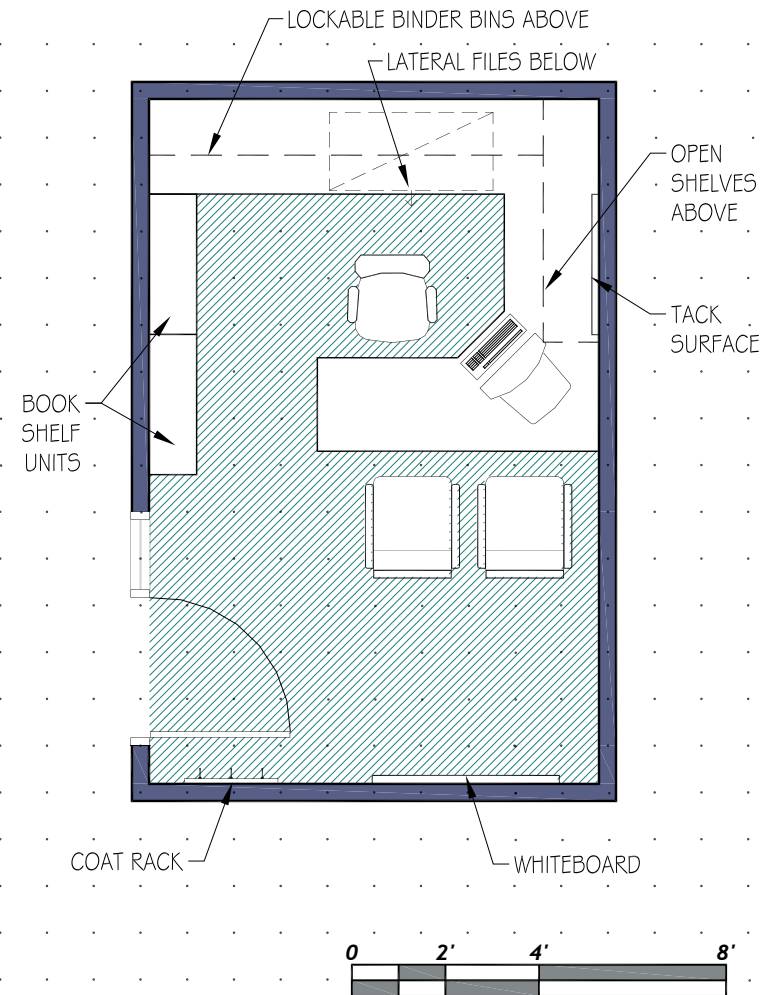
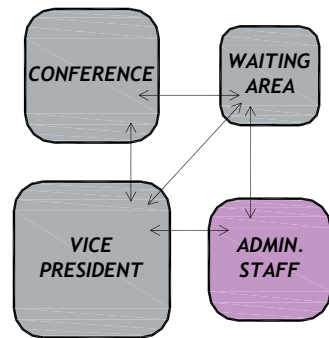
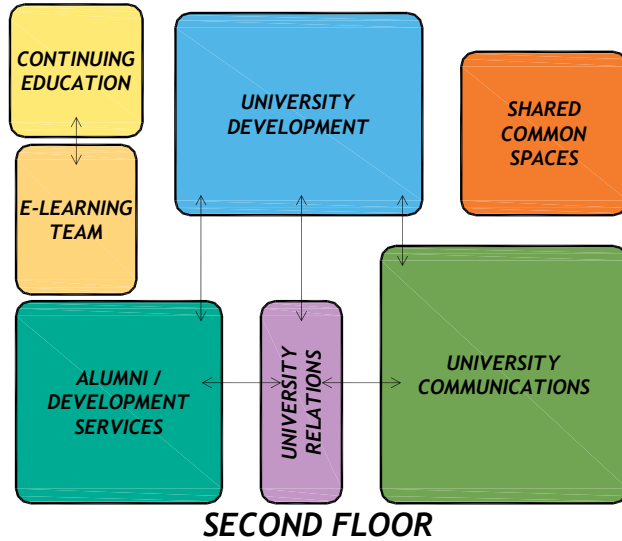
Equipment

- Desktop computer & laser printer





INDIVIDUAL SPACE DIAGRAMS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	1
• Number Additional (expansion):	0
• Total Number:	1

Net Area Summary

• Area (each):	150 sf
• Subtotal Required Area:	150 sf
• Subtotal Additional Area:	0 sf
• Total Area:	150 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	1-2

Function / Tasks

- Provide a professional workspace
- General office work & conferencing

Relationships

• Location:	Second Floor
• Adjacency:	Waiting Area & VP Office
• Proximity:	UR Conference Room
• Separation:	Equipment & mechanical rooms

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	None

Windows

• Natural Light:	Desirable
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x ³ / ₄ oak plate w/ 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x96" & (1) 24"x48"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface:	(1) 24"x48"
• Shelf Unit, 2-shelves high:	(1) 14"x36"
• Binder Bin w/ lockable door:	(2) 15"x48"
• Book Shelf Unit, 6-shelves high:	(2) 14"x42"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(1) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Upholstered Side Chairs:	(2) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Capacity for future video & audio

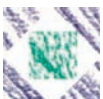
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

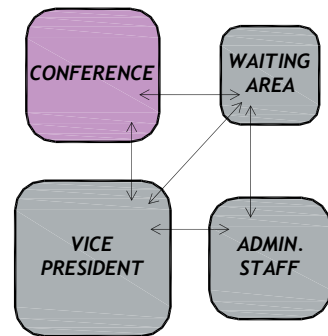
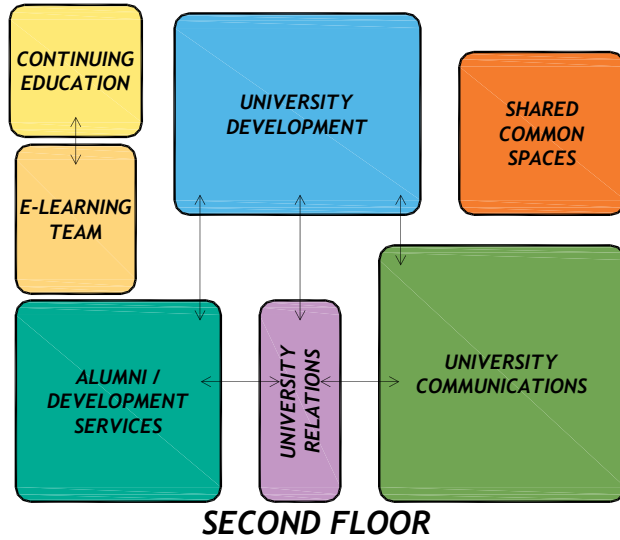
Equipment

- Desktop computer & laser printer

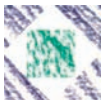
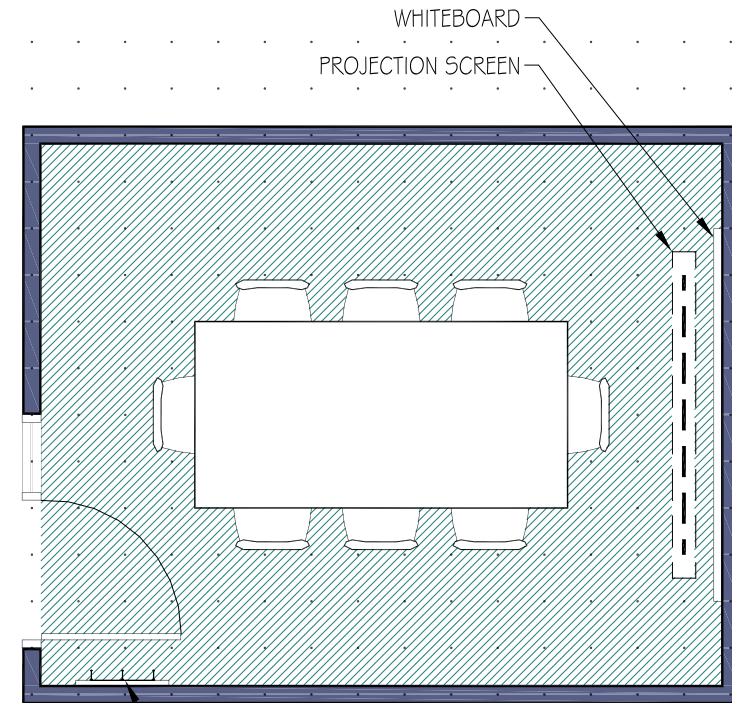




INDIVIDUAL SPACE DIAGRAMS



UNIVERSITY RELATIONS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Meeting Room
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 180 sf
- Subtotal Required Area: 180 sf
- Subtotal Additional Area: 0 sf
- Total Area: 180 sf

Occupant Summary

- Assigned Occupants: 0
- Visitors: 1-8

Function / Tasks

- Provide a professional conference area

Relationships

- Location: Second Floor
- Adjacency: VP's Office & UR Waiting Area
- Proximity: Public Circulation Areas
- Separation: Spaces for group activities
Equipment & mechanical rooms
Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board
- Ceiling: Susp. 2x2 acoustic & gyp. bd. ceiling
- Sound: Full sound construction

Ceiling Height

- Above Finish Floor (min.): Bi-level 10'-0"/8'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal, glazed sidelite
- Special: Sound isolation

Windows

- Natural Light: Desirable
- Type: Aluminum frame
- Glazing: Insulated w/ low-e coating

Casework / Fixed Equipment

- Whiteboard (alum. frame & tray): (1) 96"x48"
- Coat Rack: 18x6x3/4 oak plate w/ 3 dbl-prong
- Projection Screen: (1) 72"w

Furnishings

- Wood conference table: (1) 48"x8'-0"
- Upholstered conference chairs: (8) 20"x20"
- Waste can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 10'
One per wall (min.)
One four-plex outlet at conference table
Additional capacity for equipment listed
- Data: One data port per wall (min.)
Two data ports at conference table
Additional capacity for equipment listed

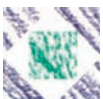
- Phone: Minimum one
- Video: Live cable feed

Lighting

- Fixture Types: Fluorescent electronic ballast
- Accent Lighting: Incandescent
- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor w/ override & dimming

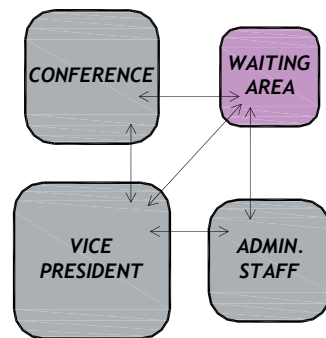
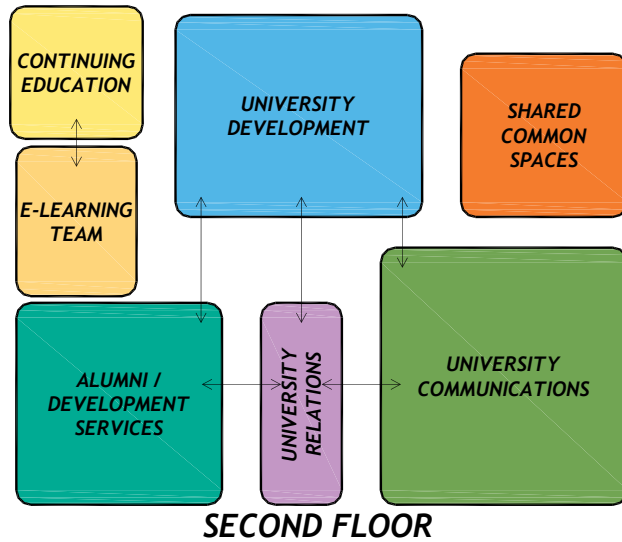
Equipment

- Laptop computer, LCD projector, DVD player, television, smart board, audio devices, & over-head, opaque, slide & film projectors

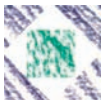
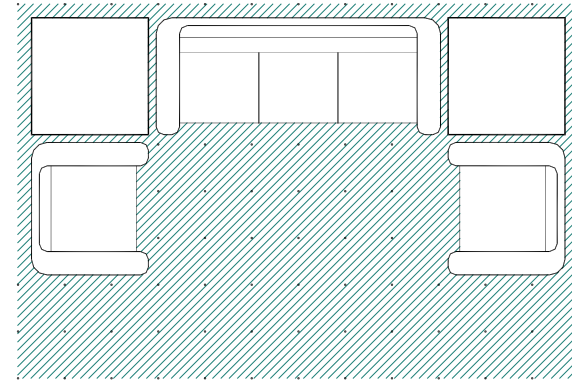




INDIVIDUAL SPACE DIAGRAMS



UNIVERSITY RELATIONS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Open Reception & Waiting
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 100 sf
- Subtotal Required Area: 100 sf
- Subtotal Additional Area: 0 sf
- Total Area: 100 sf

Occupant Summary

- Assigned Occupants: 0
- Visitors: 1-6

Function / Tasks

- Provide a reception & waiting area

Relationships

- Location: Second Floor
- Adjacency: Staff & VP Offices
- Proximity: UR Conference Room
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Not applicable

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- None required

Furnishings

- Upholstered 3-Seat Sofa: (1) 30"x84"
- Upholstered Lounge Chairs: (2) 29"x30"
- Wood Side Table: (2) 30"x30"
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12'
One per wall (min.)
Additional capacity for equipment listed

- Data: Capacity for possible laptop use

- Phone: Capacity, one public phone desirable
- Video: Capacity for future video & audio

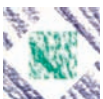
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required

- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

Equipment

- Table Lamps: (2) each

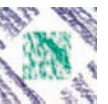


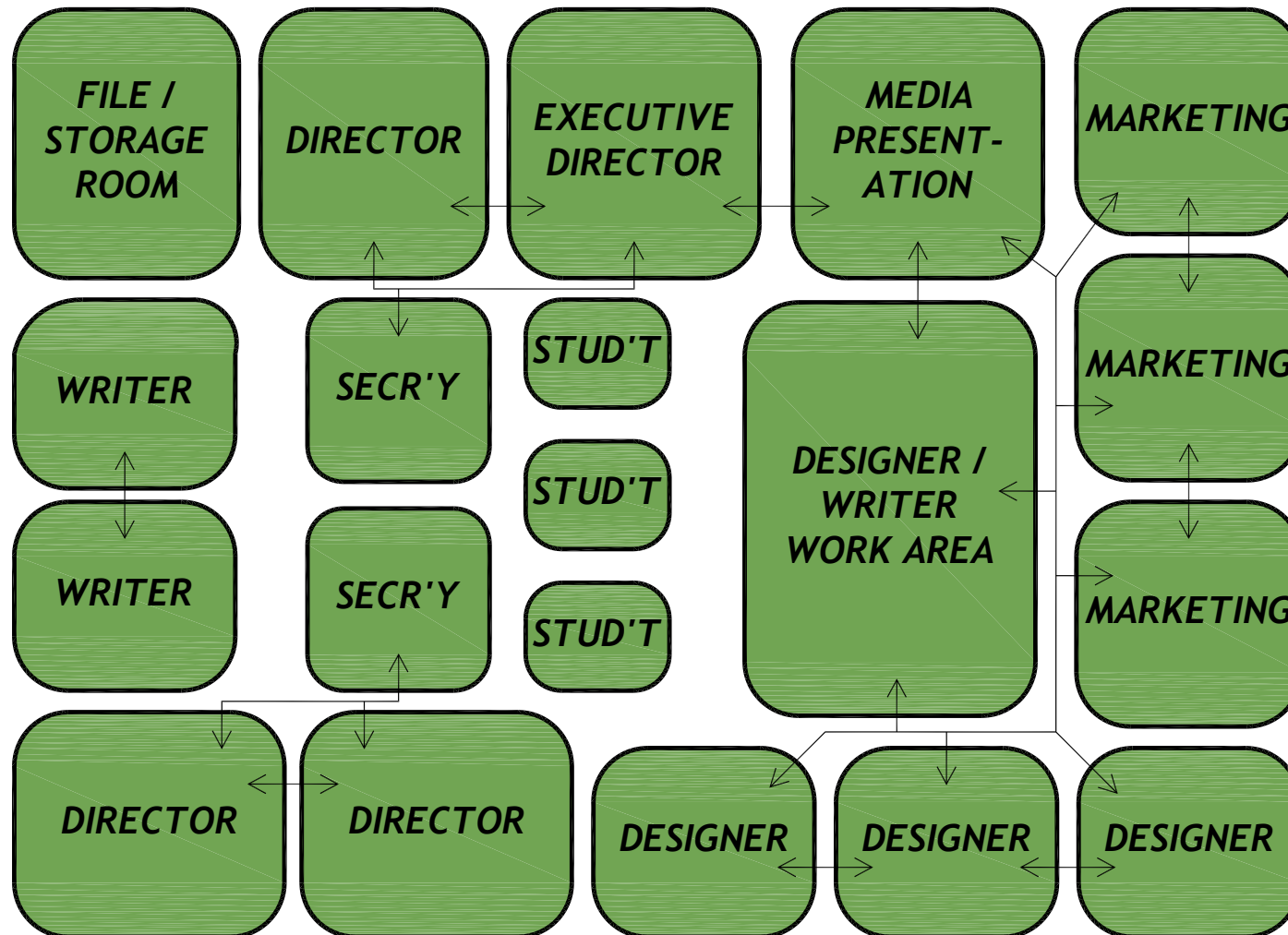


Weber State University

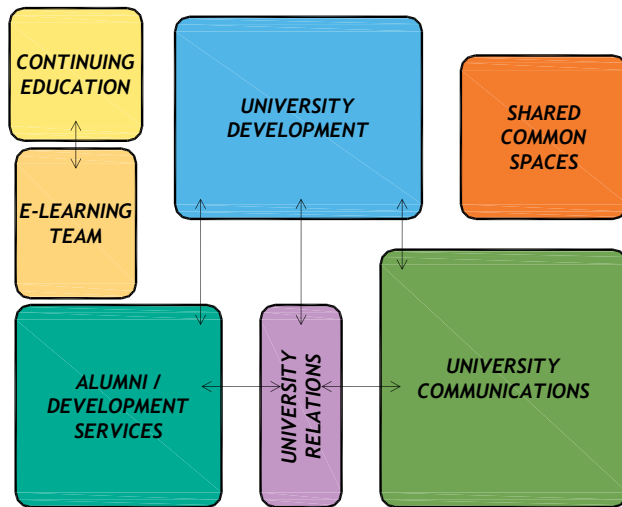
HURST CENTER FOR LIFELONG LEARNING

HFSArchitects

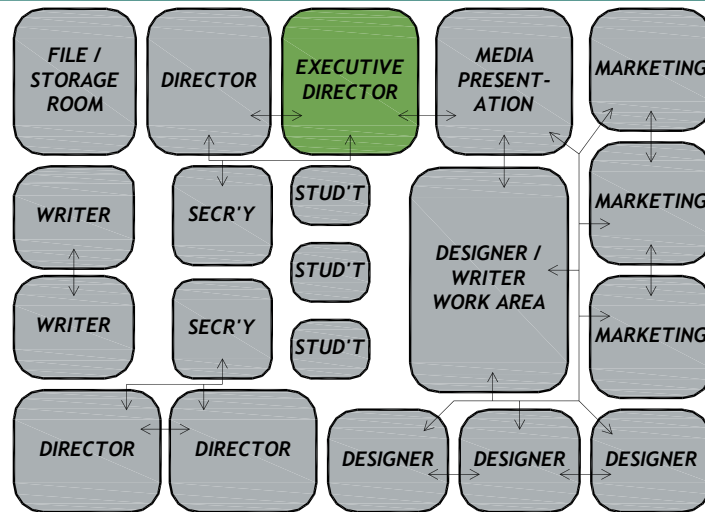




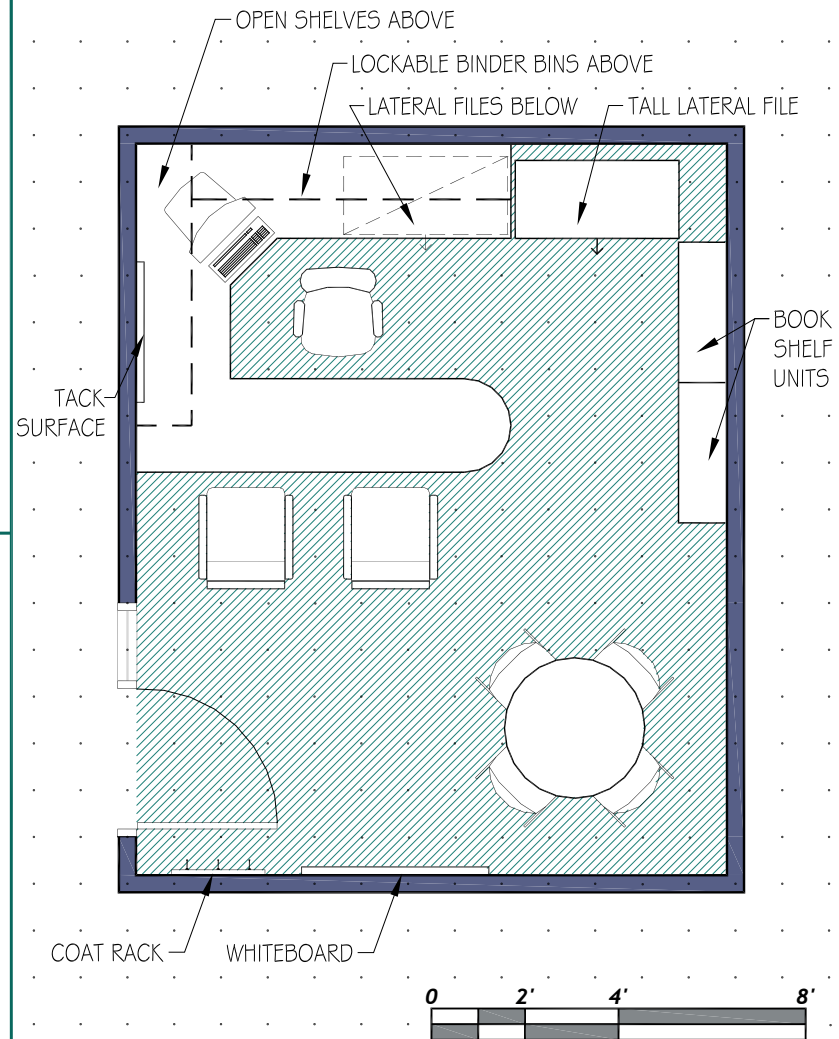
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



UNIVERSITY COMMUNICATIONS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	1
• Number Additional (expansion):	0
• Total Number:	1

Net Area Summary

• Area (each):	200 sf
• Subtotal Required Area:	200 sf
• Subtotal Additional Area:	0 sf
• Total Area:	200 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	2-6

Function / Tasks

- Provide a professional workspace
- General office work & conferencing

Relationships

• Location:	Second Floor
• Adjacency:	Media Relations Director's Office Staff Workstations, Group Work Area
• Proximity:	Presentation Room
• Separation:	Spaces for group activities Equipment & mechanical rooms Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	Full sound construction

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	Sound isolation

Windows

• Natural Light:	Required
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x3/4 oak plate 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x72" & (1) 24"x48"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface:	(1) 24"x72"
• Shelf Unit, 2-shelves high:	(1) 14"x36"
• Binder Bin w/ lockable door:	(2) 15"x36"
• Book Shelf Unit, 6-shelves high:	(2) 14"dx42"w
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"hx36"w
• 4-Drawer Lateral File:	(1) 18"dx42"w
• 2-Drawer Lateral File:	(1) 18"dx42"w
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Conference Table, (4) Chairs:	(1) 42" diameter
• Upholstered Side Chairs:	(2) 24"x24"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Live cable feed

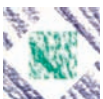
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

Equipment

• Desktop computer & laser printer



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Private Office
- Number Required: 2
- Number Additional (expansion): 1
- Total Number: 3

Net Area Summary

- Area (each): 180 sf
- Subtotal Required Area: 360 sf
- Subtotal Additional Area: 180 sf
- Total Area: 540 sf

Occupant Summary

- Assigned Occupants: 1
- Visitors: 2-4

Function / Tasks

- Provide a professional work space
- General office work & conferencing

Relationships

- Location: Second Floor
- Adjacency: Executive Director's Office
Designer's Offices
- Proximity: Media Presentation Room
Writer's Offices, Secretary
- Separation: Spaces for group activities
Equipment & mechanical rooms
Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: Full sound construction

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal, glazed sidelite
- Special: Sound isolation

Windows

- Natural Light: Required
- Type: Aluminum frame
- Glazing: Insulated w/ low-e coating

Casework / Fixed Equipment

- Coat Rack: 18x6x3/4 oak plate w/ 2 dbl-prong
- Whiteboard (alum. frame & tray): (1) 48"x48"

Furnishings

- Work Surface: (1) 24"x96" & (1) 24"x48"
- Work Surface, angled corner: (1) 24"x36"
- Work/Table Surface: (1) 24"x48"
- Shelf Unit, 2-shelves high: (1) 14"x36"
- Binder Bin w/ lockable door: (2) 15"x48"
- Book Shelf Unit, 6-shelves high: (2) 14"x42"
- Keyboard Shelf: (1) pull-out
- Tack Surface: (1) 24"x36"
- 2-Drawer Lateral File: (2) 18"x42"
- Task Chair w/ arms, adjustable: (1) 27"x28"
- Conference Table: (1) 42" diameter
- Upholstered Side Chairs: (4) 20"x20"
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12'
One per wall (min.)
Additional capacity for equipment listed
- Data: Capacity for one computer (min.)
Additional capacity for equipment listed

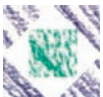
- Phone: Minimum one
- Video: Capacity for future video & audio

Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces
- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

Equipment

- Desktop computer, laser printer, & scanner



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	4
• Number Additional (expansion):	1
• Total Number:	5

Net Area Summary

• Area (each):	120 sf
• Subtotal Required Area:	480 sf
• Subtotal Additional Area:	120 sf
• Total Area:	600 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	1-2

Function / Tasks

- Provide a professional workspace
- General office work & conferencing

Relationships

• Location:	Second Floor
• Adjacency:	Designer Work Area, Media Presentation Room
• Proximity:	Executive Director's Office
• Separation:	Equipment & mechanical rooms

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	None

Windows

• Natural Light:	Desirable
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x ³ / ₄ oak plate w/ 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x96" & (1) 24"x48"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface:	(1) 24"x48"
• Shelf Unit, 2-shelves high:	(1) 14"x36"
• Binder Bin w/ lockable door:	(2) 15"x48"
• Book Shelf Unit, 6-shelves high:	(2) 14"x42"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Upholstered Side Chairs:	(2) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Capacity for future video & audio

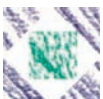
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

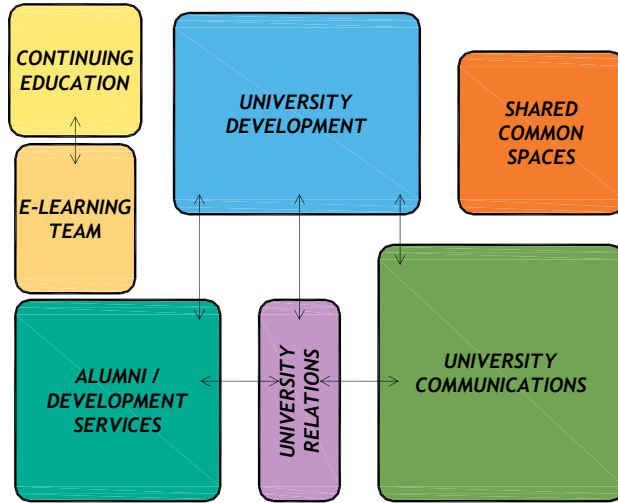
Equipment

• Desktop computer, laser printer, scanner
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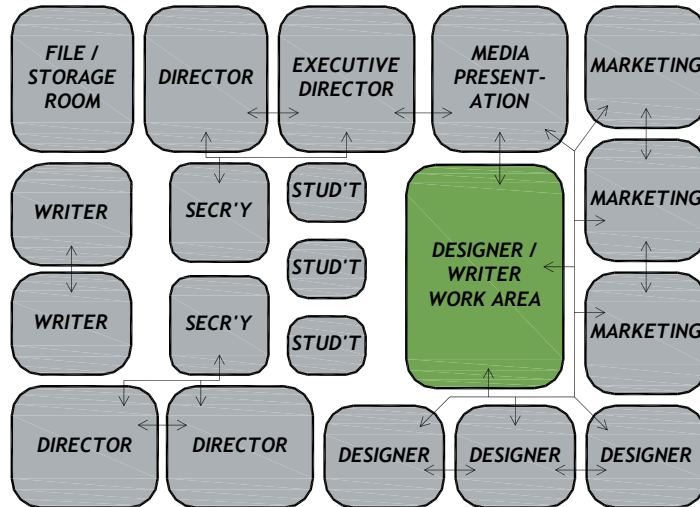




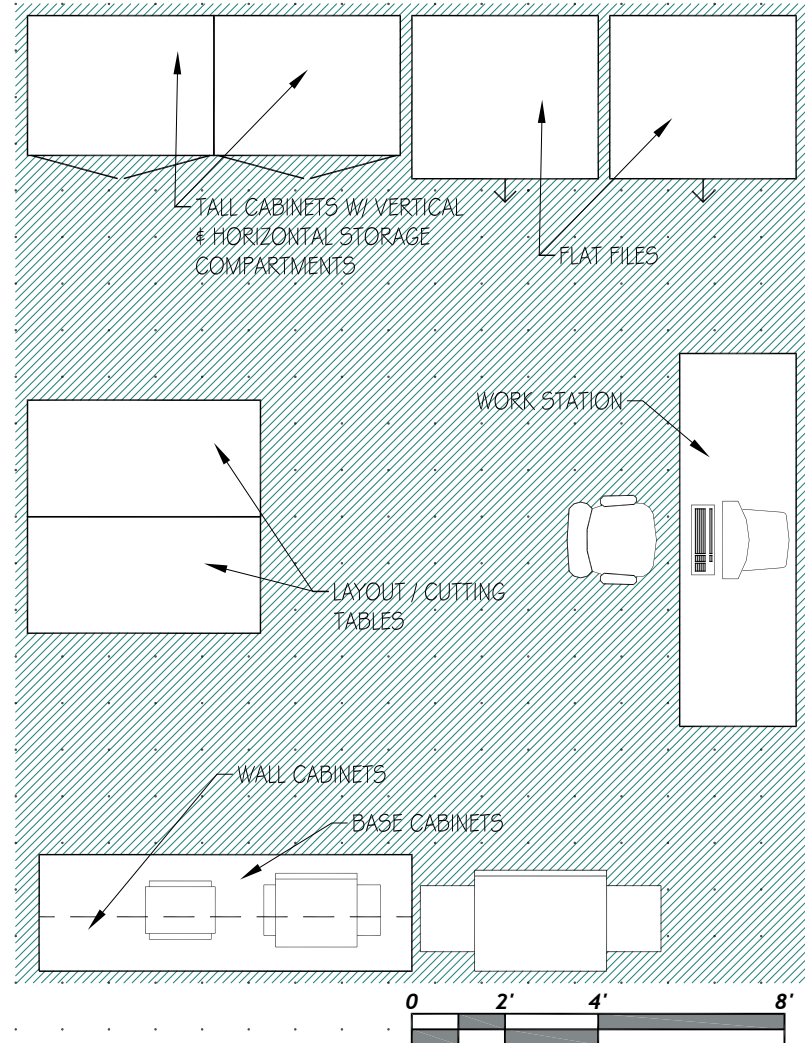
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



UNIVERSITY COMMUNICATIONS



DESIGNER OPEN WORK AREA UNIVERSITY COMMUNICATIONS

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Open Work Area
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 360 sf
- Subtotal Required Area: 360 sf
- Subtotal Additional Area: 0 sf
- Total Area: 360 sf

Occupant Summary

- Assigned Occupants: 0
- Visitors: 1-8

Function / Tasks

- Provide open, collaborative work area for designers

Relationships

- Location: Second Floor
- Adjacency: Designer's Offices
Executive Director's Office
- Proximity: Media Presentation Room
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- Base cabinet, p.lam surface: (8 lf) 30"x34"h w/ lockable doors & adjustable shelving
- Wall cabinet: (8 lf) 14"x24"h w/ lockable doors & adjustable shelving
- P.lam. cabinets: (2) 36"dx48"wx84"h w/ locking doors & adjustable shelving

Furnishings

- Drafting Tables: (2) 30"dx60"w
- Flat Files: (2) 48"dx42"w
- Work/Table Surface: (1) 30"dx96"w
- Keyboard Shelf: (1) pull-out
- Task Chair w/ arms, adjustable: (1) 27"x28"
- Waste Can: (2) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
- Data: Capacity for one computer (min.) Additional capacity for equipment listed

- Phone: Minimum one
- Video: Capacity for future video & audio

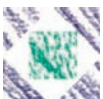
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces

- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

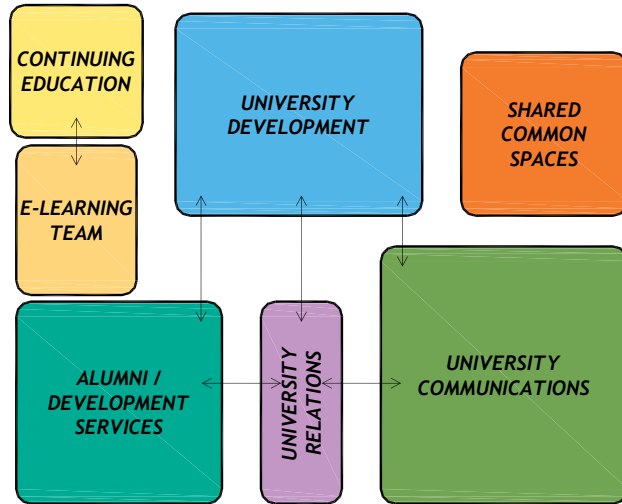
Equipment

- Desktop computer, (2) monitors, laser printer, scanner, large format printer, & copier

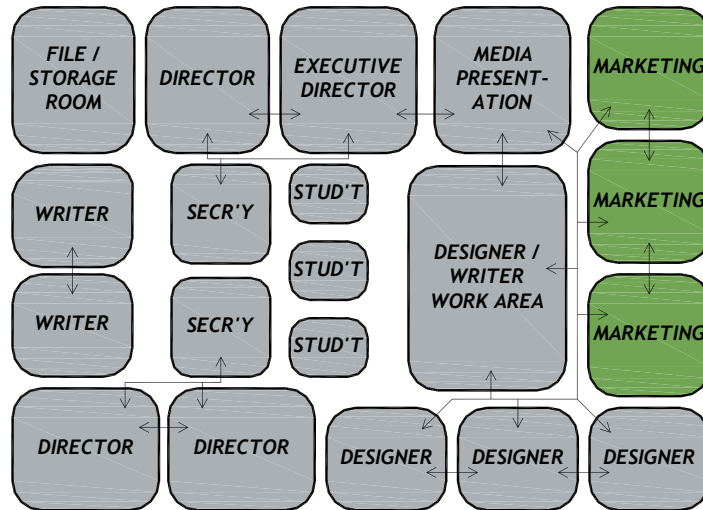




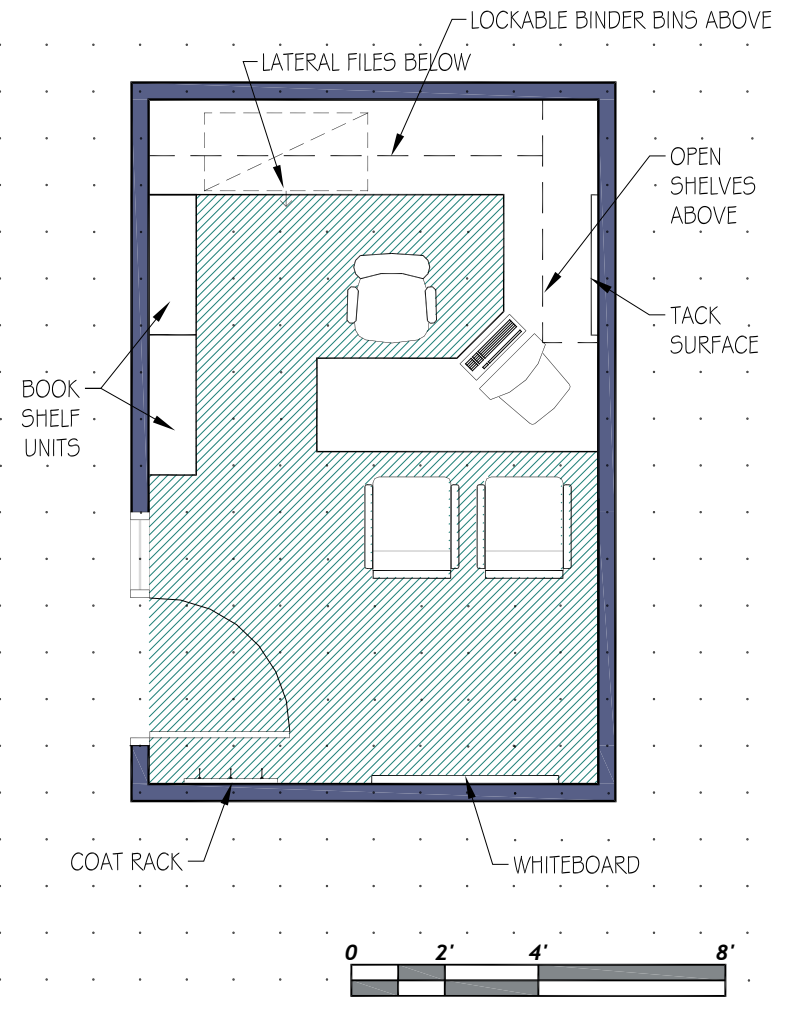
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



UNIVERSITY COMMUNICATIONS



MARKETING OFFICE UNIVERSITY COMMUNICATIONS

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Private Office
- Number Required: 2
- Number Additional (expansion): 1
- Total Number: 3

Net Area Summary

- Area (each): 150 sf
- Subtotal Required Area: 300 sf
- Subtotal Additional Area: 150 sf
- Total Area: 450 sf

Occupant Summary

- Assigned Occupants: 1
- Visitors: 1-2

Function / Tasks

- Provide a professional workspace
- General office work & conferencing

Relationships

- Location: Second Floor
- Adjacency: Designer's Offices
- Proximity: Executive Director's Office
- Separation: Noisy public areas
Equipment & mechanical rooms

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal, glazed sidelite
- Special: None

Windows

- Natural Light: Desirable
- Type: Aluminum frame
- Glazing: Insulated w/ low-e coating

Casework / Fixed Equipment

- Coat Rack: 18x6x³/₄ oak plate w/ 2 dbl-prong
- Whiteboard (alum. frame & tray): (1) 48"x48"

Furnishings

- Work Surface: (1) 24"x60" & (1) 24"x78"
- Work Surface, angled corner: (1) 24"x36"
- Work/Table Surface w/ round end: (1) 24"x36"
- Shelf Unit, 2-shelves high: (1) 14"x48"
- Binder Bin w/ lockable door: (2) 15"x36"
- Book Shelf Unit, 6-shelves high: (1) 14"x42"
- Keyboard Shelf: (1) pull-out
- Tack Surface: (1) 24"x36"
- 2-Drawer Lateral File: (1) 18"x42"
- Task Chair w/ arms, adjustable: (1) 27"x28"
- Upholstered Side Chairs: (2) 20"x20"
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)

- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12'
One per wall (min.)
Additional capacity for equipment listed

- Data: Capacity for one computer (min.)
Additional capacity for equipment listed

- Phone: Minimum one
- Video: Capacity for future video & audio

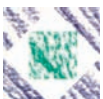
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces

- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

Equipment

- Desktop computer, laser printer, & scanner



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Open Workstation
- Number Required: 2
- Number Additional (expansion): 0
- Total Number: 2

Net Area Summary

- Area (each): 100 sf
- Subtotal Required Area: 200 sf
- Subtotal Additional Area: 0 sf
- Total Area: 200 sf

Occupant Summary

- Assigned Occupants: 1
- Visitors: 0

Function / Tasks

- Provide clerical support
- General office work

Relationships

- Location: Second Floor
- Adjacency: File / Storage Room
- Proximity: Student Workstations
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Not applicable
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

- Work Surface: (3) 24"x72"
- Work Surface, angled corner: (1) 24"x48"
- Book Shelf Unit, 6-shelves high: (1) 14"x48"
- Fabric-covered Panels: (1 wkstn.) 36" & 60"H
- Keyboard Shelf: (1) pull-out
- Tack Surface: (2) 24"x36"
- 2-Drawer Lateral File: (2) 18"x42"
- Task Chair w/ arms, adjustable: (1) 27"x28"
- Coat Hook: (2) each
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: 120V distributed to systems furniture
- Data: Distributed to systems furniture
- Phone: Distributed to systems furniture
- Video: None required

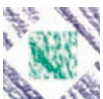
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces

- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

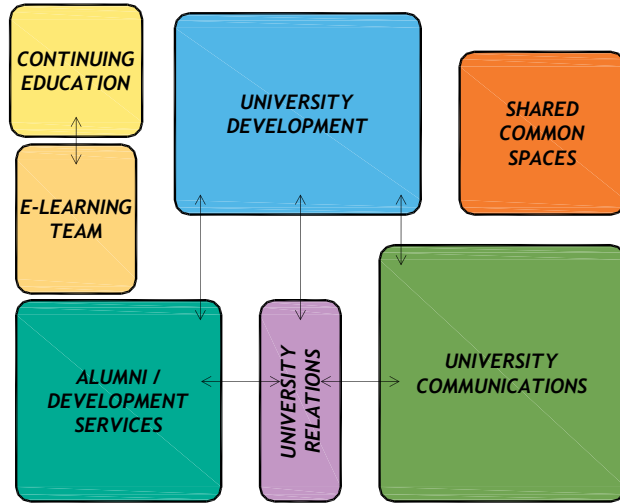
Equipment

- Desktop computer, laser printer, scanner, & fax machine

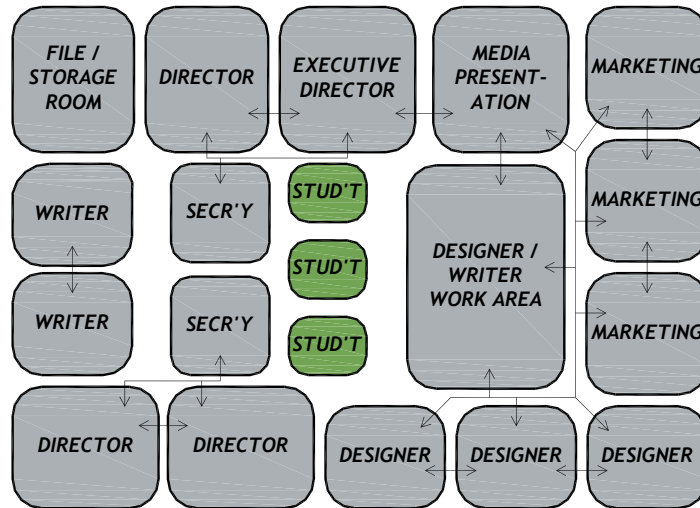




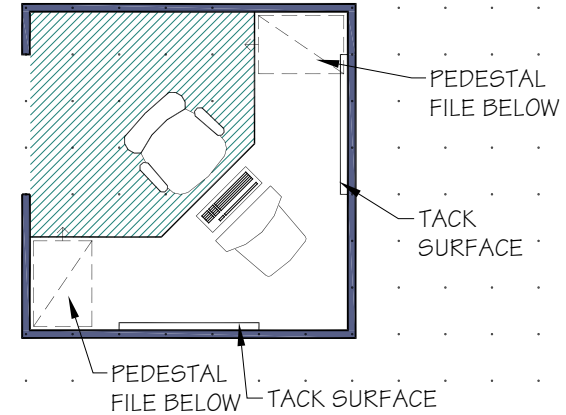
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



UNIVERSITY COMMUNICATIONS



STUDENT WORKSTATION UNIVERSITY COMMUNICATIONS

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Open Workstation
• Number Required:	3
• Number Additional (expansion):	0
• Total Number:	3

Net Area Summary

• Area (each):	48 sf
• Subtotal Required Area:	144 sf
• Subtotal Additional Area:	0 sf
• Total Area:	144 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	0

Function / Tasks

- General office work

Relationships

• Location:	Second Floor
• Adjacency:	Secretary's Workstation
• Proximity:	None required
• Separation:	None required

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Not applicable
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

• Work Surface:	(2) 24"x36"
• Work Surface, angled corner:	(1) 24"x48"
• Fabric-covered Panels:	(1 wkstn.) 42"H
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(2) 24"x36"
• 2-Drawer Pedestal File:	(2) 18"x18"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Coat Hook:	(2) each
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)
• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	120V distributed to systems furniture
• Data:	Distributed to systems furniture
• Phone:	Distributed to systems furniture
• Video:	None required

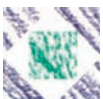
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

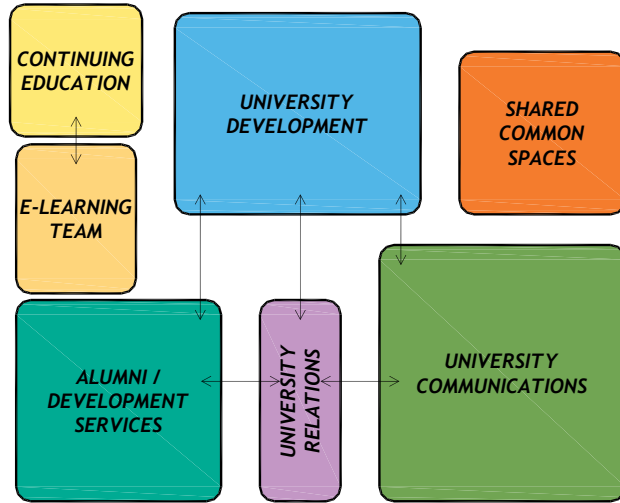
Equipment

- Desktop computer & laser printer

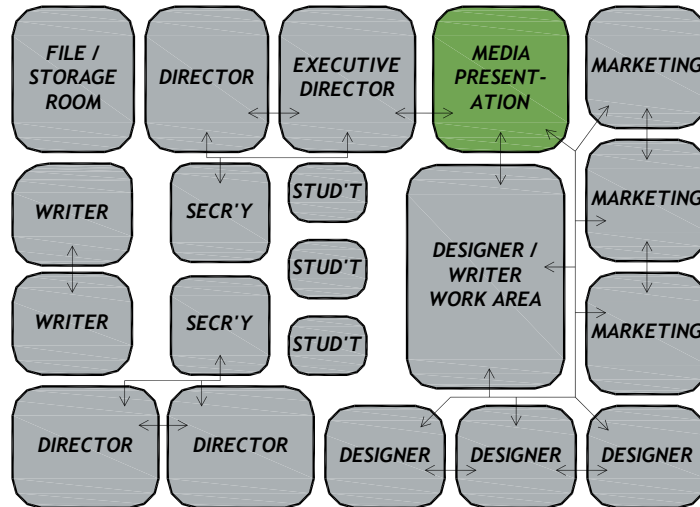




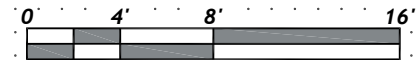
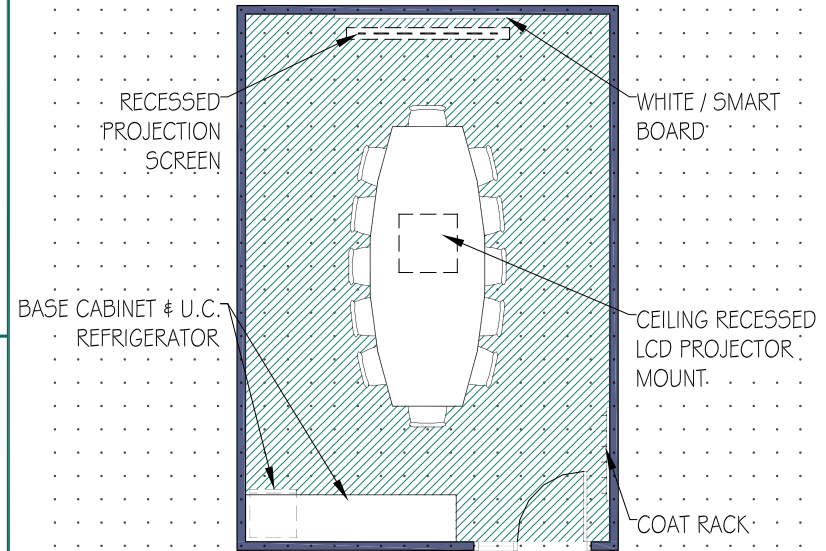
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



UNIVERSITY COMMUNICATIONS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Meeting Room
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 360 sf
- Subtotal Required Area: 360 sf
- Subtotal Additional Area: 0 sf
- Total Area: 360 sf

Occupant Summary

- Assigned Occupants: 0
- Visitors: 12-16

Function / Tasks

- Provide a conference area for displaying electronic media

Relationships

- Location: Second Floor
- Adjacency: Design Work Area & Offices
- Proximity: Executive Director's Office
- Separation: Spaces for group activities
Equipment & mechanical rooms
Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board w/ chair rail
- Ceiling: Susp. 2x2 acoustic & gyp. bd. ceiling
- Sound: Full sound construction

Ceiling Height

- Above Finish Floor (min.): Bi-level 10'-0"/8'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal, glazed sidelite
- Special: Sound isolation

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- Whiteboard (alum. frame & tray): (1) 96"x48"
- Motorized, recessed projection screen: (1) 6'w
- Coat Rack: 18x6x3/4 oak plate w/ 3 dbl. prong
- Base cabinet, p.lam surface: (6 lf) 24"x34"h lockable w/ adjustable shelving
- Projector mounts/ports & cable connection: (1)

Furnishings

- Wood conference table: (1) 48"x12'-0"
- Upholstered conference chair: (16) 20"x20"
- Under-counter refrigerator: (1)
- Waste can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 10' Two per wall (min.)
One four-plex outlet at conference table
Additional capacity for equipment listed

- Data: One per wall (min.)
Two data ports at conference table
Additional capacity for equipment listed

- Phone: Minimum one
- Video: Ceiling recessed LCD projector

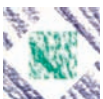
Lighting

- Fixture Types: Fluorescent electronic ballast
- Accent Lighting: Incandescent

- Foot Candles: 50
- VCP: 70
- Controls: Auto sensor, override & dimming

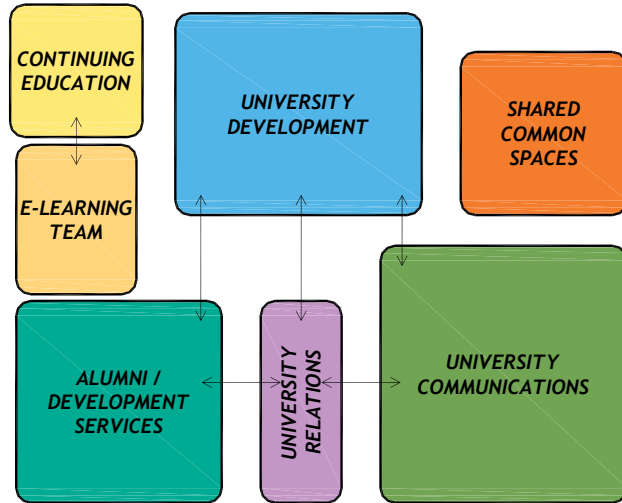
Equipment

- Laptop computer, LCD projector, DVD player, television, smart board, & overhead, opaque, slide & film projectors, audio devices

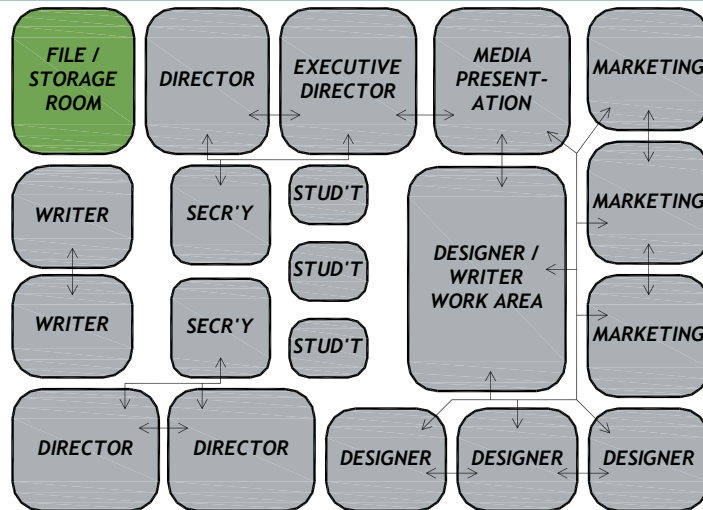




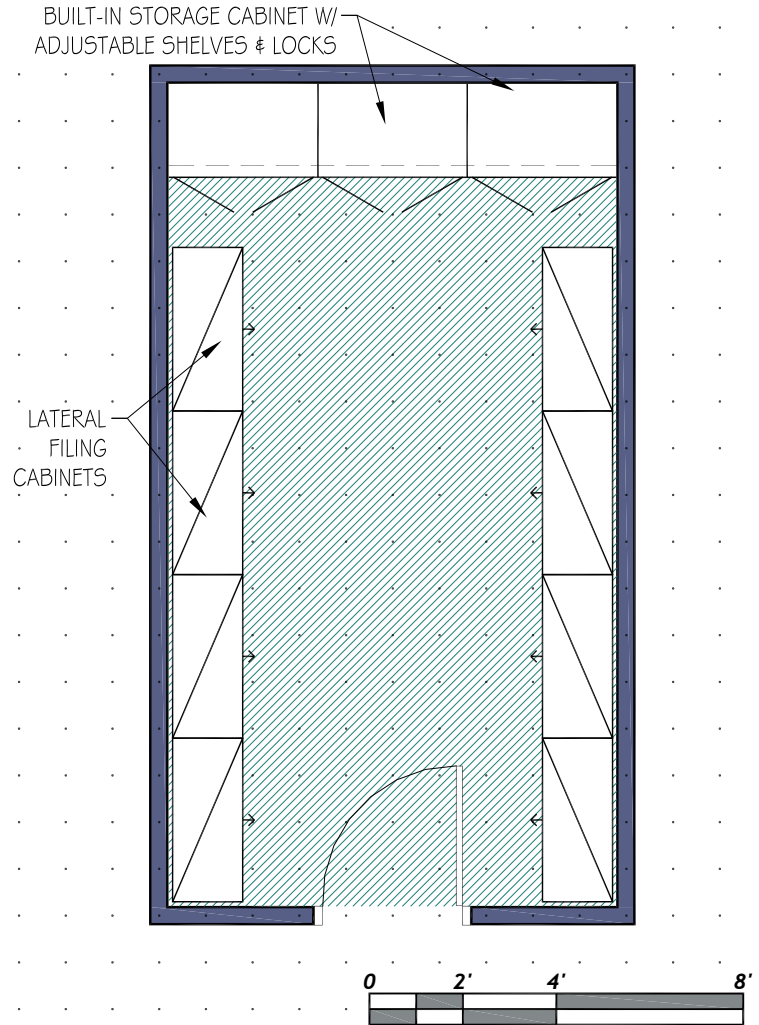
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



UNIVERSITY COMMUNICATIONS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Storage Room
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 180 sf
- Subtotal Required Area: 180 sf
- Subtotal Additional Area: 0 sf
- Total Area: 180 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Staff

Function / Tasks

- File & office supply storage

Relationships

- Location: Second Floor
- Adjacency: Secretary's Workstation
- Proximity: None required
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: VCT
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: Electronic access locks

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- P.lam. cabinets: (3) 36"wx24"dx84"h w/ locking doors & adjustable shelves

Furnishings

- Lateral Files: (8) 42"w

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)
- Summer Design Temp.: 70°F
- Winter Design Temp.: 68°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12' One per wall (min.)
- Data: Rough-in for future capacity
- Phone: Rough-in for future capacity
- Video: Rough-in for future capacity

Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required
- Foot Candles: 50
- VCP: 70
- Controls: Auto sensor

Equipment

- None required

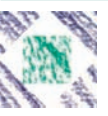


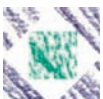
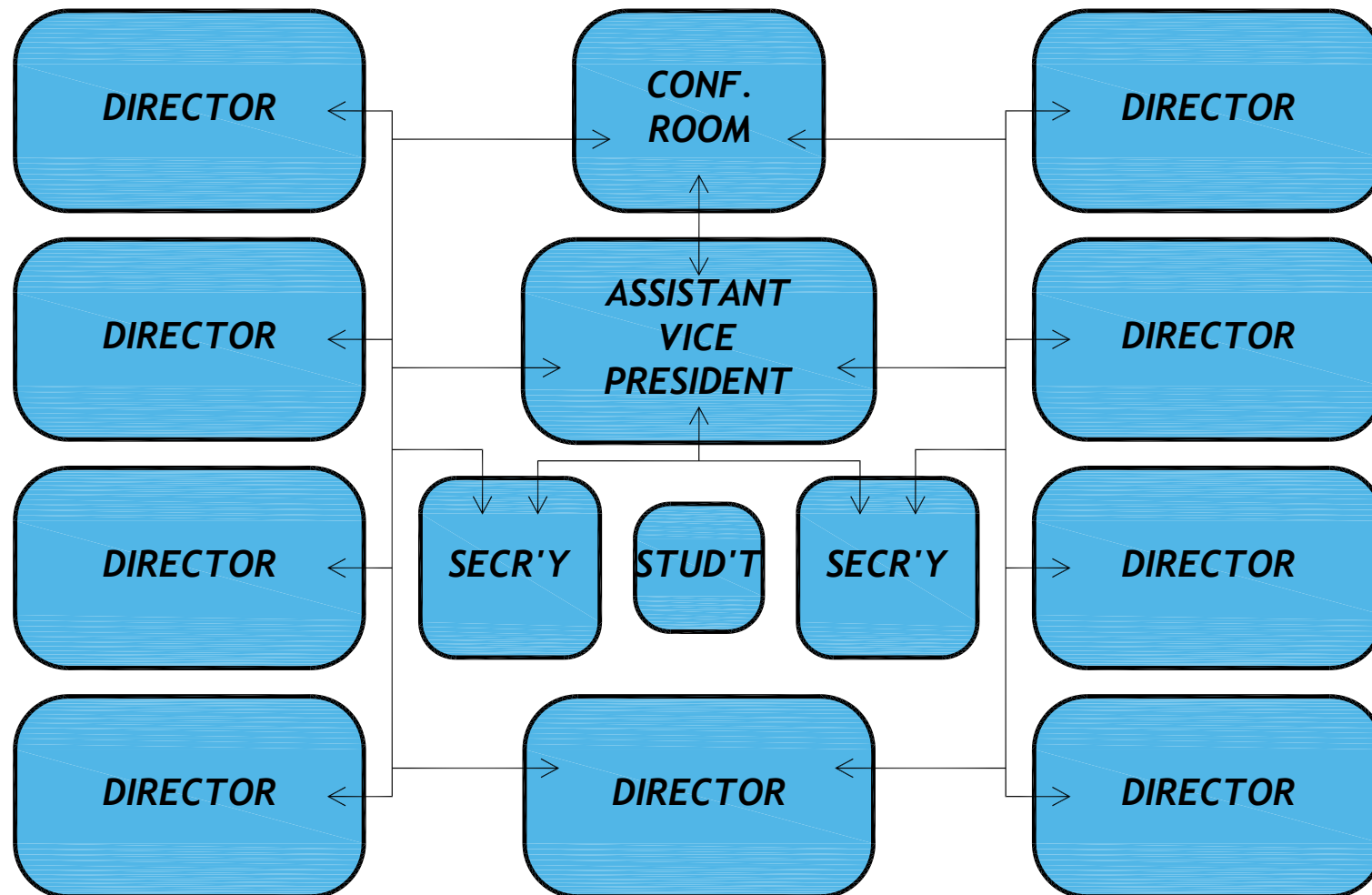


Weber State University

HURST CENTER FOR LIFELONG LEARNING

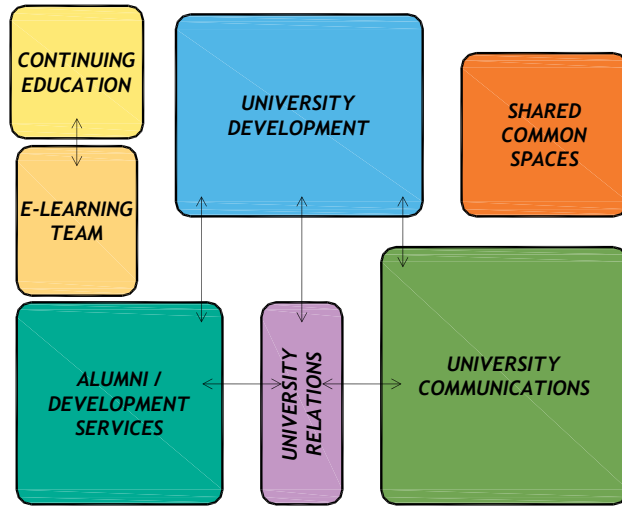
HFSArchitects



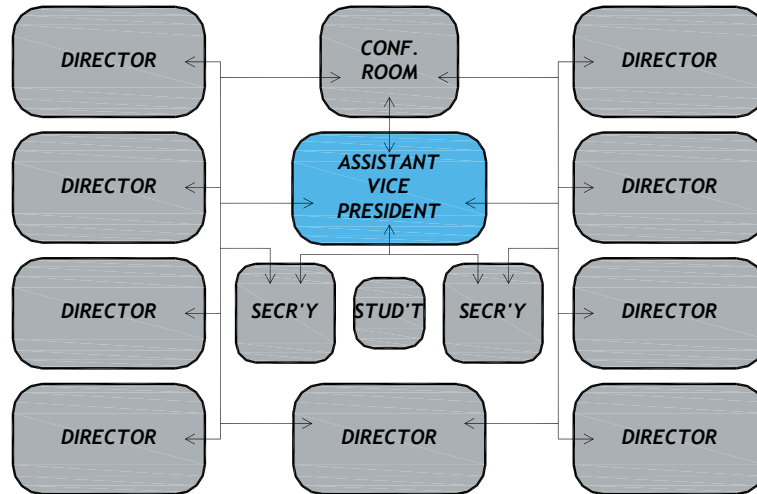




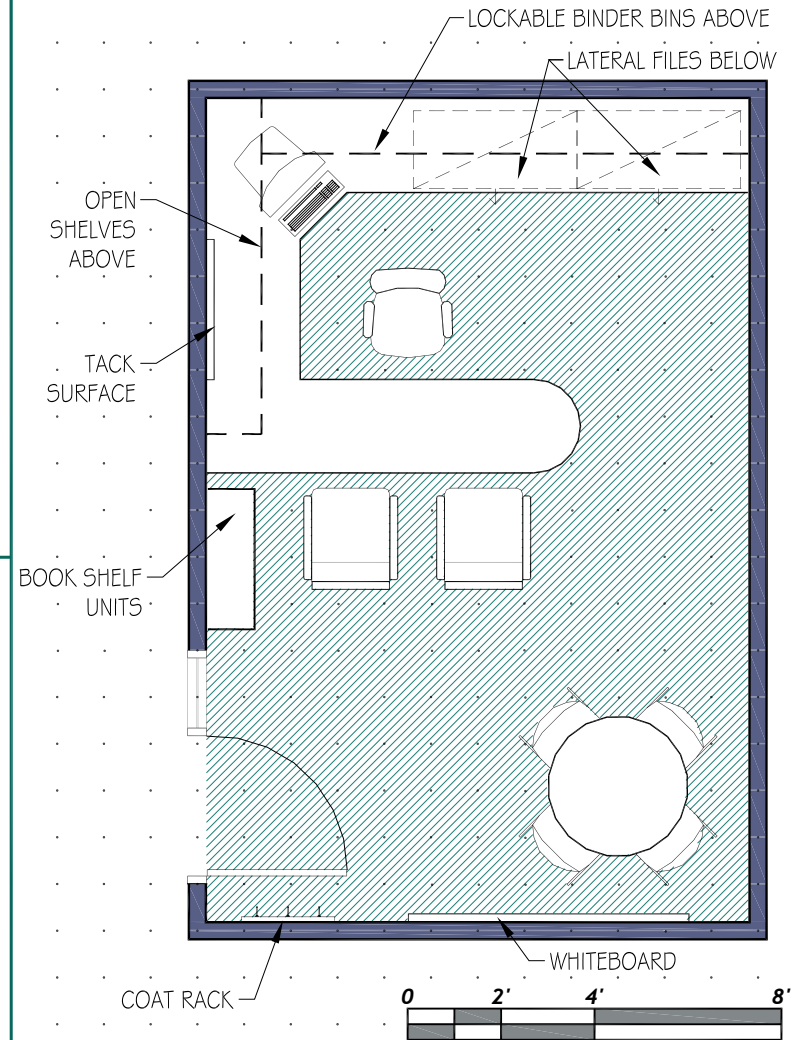
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



UNIVERSITY DEVELOPMENT



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Private Office
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 200 sf
- Subtotal Required Area: 200 sf
- Subtotal Additional Area: 0 sf
- Total Area: 200 sf

Occupant Summary

- Assigned Occupants: 1
- Visitors: 2-6

Function / Tasks

- Provide a professional workspace
- General office work & conferencing

Relationships

- Location: Second Floor
- Adjacency: Directors Offices & Staff
- Proximity: Vice President's Office
UD Conference Room
- Separation: Spaces for group activities
Equipment & mechanical rooms
Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: Full sound construction

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal, glazed sidelite
- Special: Sound isolation

Windows

- Natural Light: Required
- Type: Aluminum frame
- Glazing: Insulated w/ low-e coating

Casework / Fixed Equipment

- Coat Rack: 18x6x3/4 oak plate 2 dbl-prong
- Whiteboard (alum. frame & tray): (1) 48"x48"

Furnishings

- Work Surface: (1) 24"x72" & (1) 24"x48"
- Work Surface, angled corner: (1) 24"x36"
- Work/Table Surface: (1) 24"x72"
- Shelf Unit, 2-shelves high: (1) 14"x36"
- Binder Bin w/ lockable door: (2) 15"x36"
- Book Shelf Unit, 6-shelves high: (2) 14"dx42"w
- Keyboard Shelf: (1) pull-out
- Tack Surface: (1) 24"hx36"w
- 4-Drawer Lateral File: (1) 18"dx42"w
- 2-Drawer Lateral File: (1) 18"dx42"w
- Task Chair w/ arms, adjustable: (1) 27"x28"
- Conference Table, (4) Chairs: (1) 42" diameter
- Upholstered Side Chairs: (2) 24"x24"
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12'
One per wall (min.)
Additional capacity for equipment listed
- Data: Capacity for one computer (min.)
Additional capacity for equipment listed

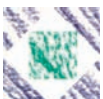
- Phone: Minimum one
- Video: Capacity for future video & audio

Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces
- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

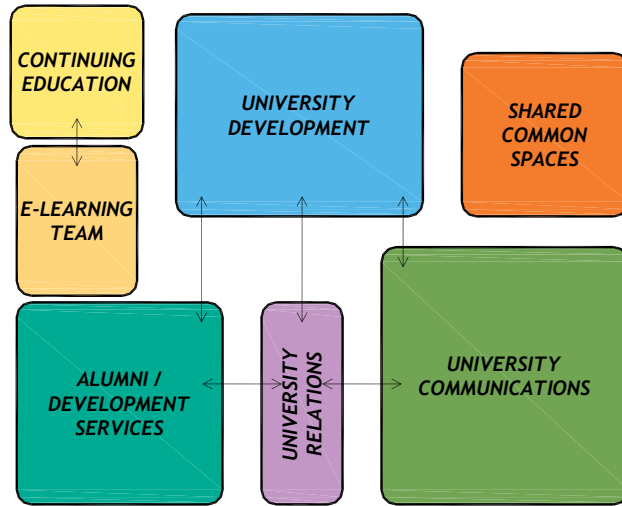
Equipment

- Desktop computer & (2) laser printers

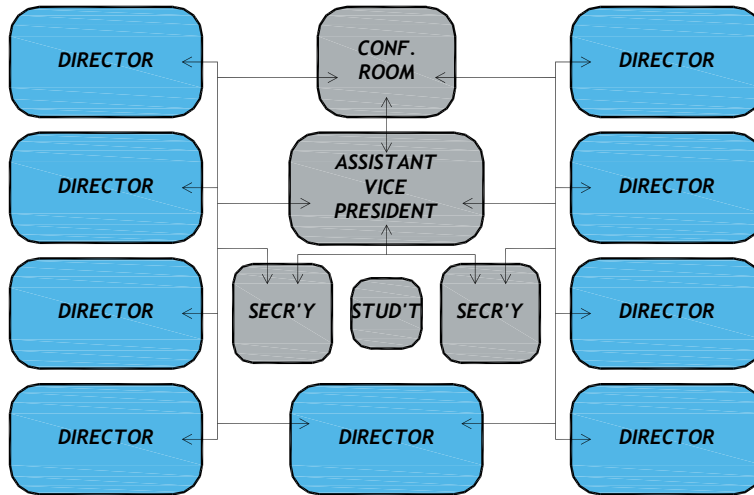




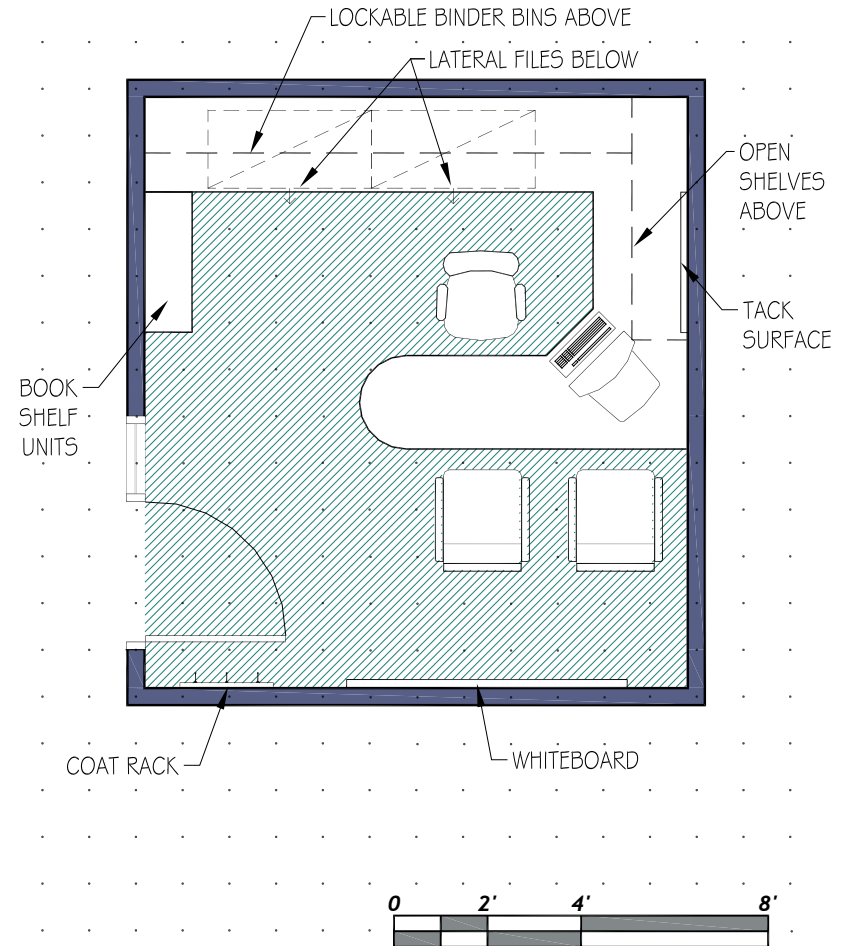
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



UNIVERSITY DEVELOPMENT



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Private Office
- Number Required: 8
- Number Additional (expansion): 1
- Total Number: 9

Net Area Summary

- Area (each): 150 sf
- Subtotal Required Area: 1,200 sf
- Subtotal Additional Area: 150 sf
- Total Area: 1,350 sf

Occupant Summary

- Assigned Occupants: 1
- Visitors: 1-2

Function / Tasks

- Provide a professional work space
- General office work & conferencing

Relationships

- Location: Second Floor
- Adjacency: Asst. VP & Secretary
- Proximity: UD Conference Room
- Separation: Spaces for group activities
Equipment & mechanical rooms
Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: Full sound construction

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal, glazed sidelite
- Special: Sound isolation

Windows

- Natural Light: Required
- Type: Aluminum frame
- Glazing: Insulated w/ low-e coating

Casework / Fixed Equipment

- Coat Rack: 18x6x³/₄ oak plate w/ 2 dbl-prong
- Whiteboard (alum. frame & tray): (1) 48"x48"

Furnishings

- Work Surface: (1) 24"x96" & (1) 24"x48"
- Work Surface, angled corner: (1) 24"x36"
- Work/Table Surface: (1) 24"x48"
- Shelf Unit, 2-shelves high: (1) 14"x36"
- Binder Bin w/ lockable door: (2) 15"x48"
- Book Shelf Unit, 6-shelves high: (1) 14"x42"
- Keyboard Shelf: (1) pull-out
- Tack Surface: (1) 24"x36"
- 2-Drawer Lateral File: (2) 18"x42"
- Task Chair w/ arms, adjustable: (1) 27"x28"
- Upholstered Side Chairs: (2) 24"x24"
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/R)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12'
One per wall (min.)
Additional capacity for equipment listed
- Data: Capacity for one computer (min.)
Additional capacity for equipment listed

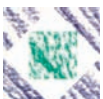
- Phone: Minimum one
- Video: Capacity for future video & audio

Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces
- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

Equipment

- Desktop computer & laser printer



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Open Workstation
- Number Required: 2
- Number Additional (expansion): 0
- Total Number: 2

Net Area Summary

- Area (each): 100 sf
- Subtotal Required Area: 200 sf
- Subtotal Additional Area: 0 sf
- Total Area: 200 sf

Occupant Summary

- Assigned Occupants: 1
- Visitors: 0

Function / Tasks

- Provide clerical support for general office work

Relationships

- Location: Second Floor
- Adjacency: Asst.. VP & Director's Offices
- Proximity: Public access
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Not applicable
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

- Work Surface: (3) 24"x72"
- Work Surface, angled corner: (1) 24"x48"
- Binder Bin w/ lockable door: (2) 15"x48"
- Fabric-covered Panels: (1 wkstn.) 36" & 60"H
- Keyboard Shelf: (1) pull-out
- Tack Surface: (2) 24"x48"
- 2-Drawer Lateral File: (2) 18"x42"
- Task Chair w/ arms, adjustable: (1) 27"x28"
- Coat Hook: (2) each
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: 120V distributed to systems furniture
- Data: Distributed to systems furniture
- Phone: Distributed to systems furniture
- Video: None required

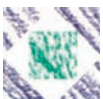
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces

- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

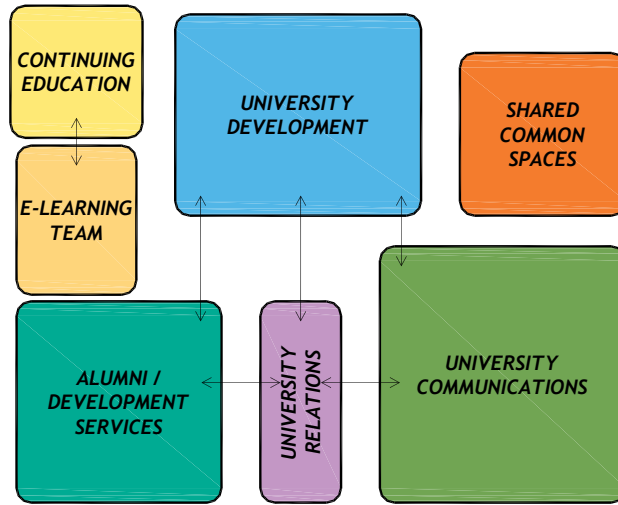
Equipment

- Desktop computer, laser printer, & scanner

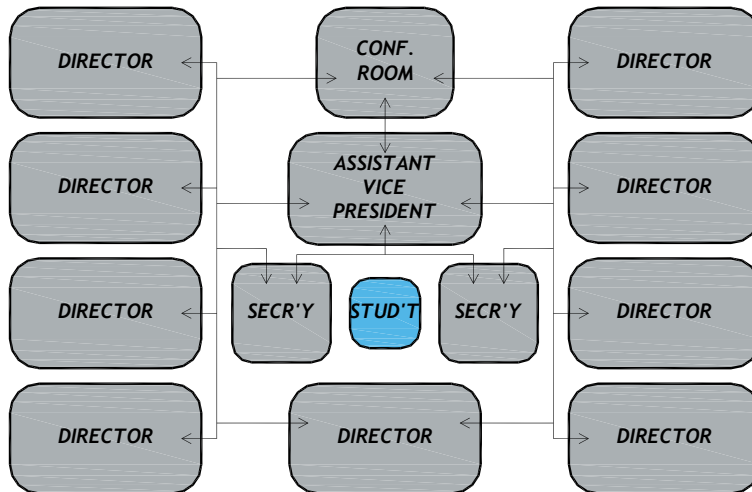




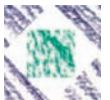
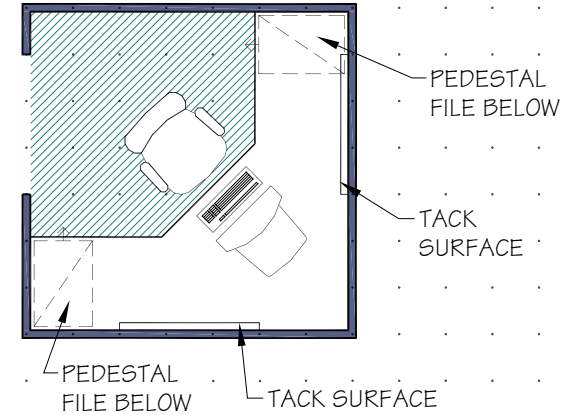
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



UNIVERSITY DEVELOPMENT



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Open Workstation
• Number Required:	1
• Number Additional (expansion):	1
• Total Number:	2

Net Area Summary

• Area (each):	48 sf
• Subtotal Required Area:	48 sf
• Subtotal Additional Area:	48 sf
• Total Area:	96 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	0

Function / Tasks

- General office work

Relationships

• Location:	Second Floor
• Adjacency:	Secretary's Workstation
• Proximity:	None required
• Separation:	None required

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Not applicable
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

• Work Surface:	(2) 24"x36"
• Work Surface, angled corner:	(1) 24"x48"
• Fabric-covered Panels:	(1 wkstn.) 42"H
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(2) 24"x36"
• 2-Drawer Pedestal File:	(2) 18"x18"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Coat Hook:	(2) each
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)
• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	120V distributed to systems furniture
• Data:	Distributed to systems furniture
• Phone:	Distributed to systems furniture
• Video:	None required

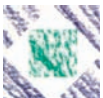
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

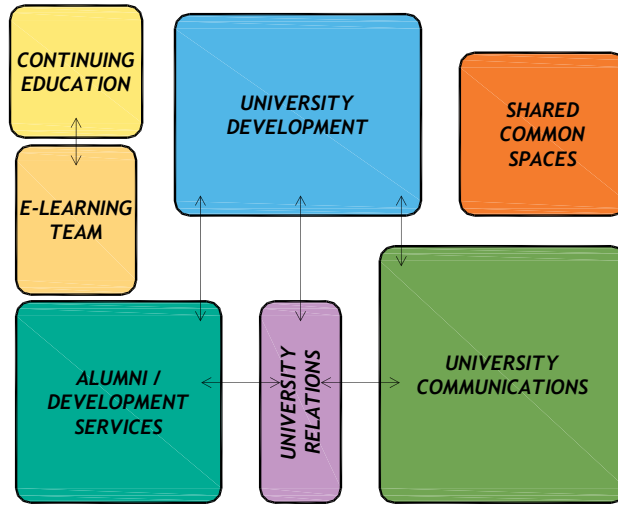
Equipment

- Desktop computer & laser printer

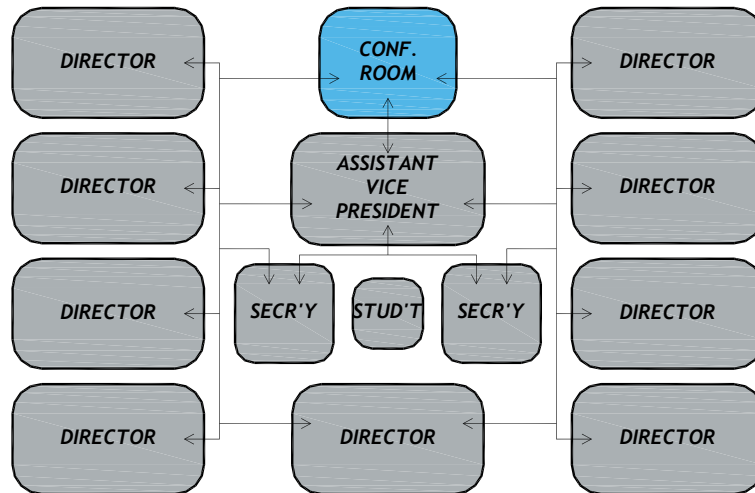




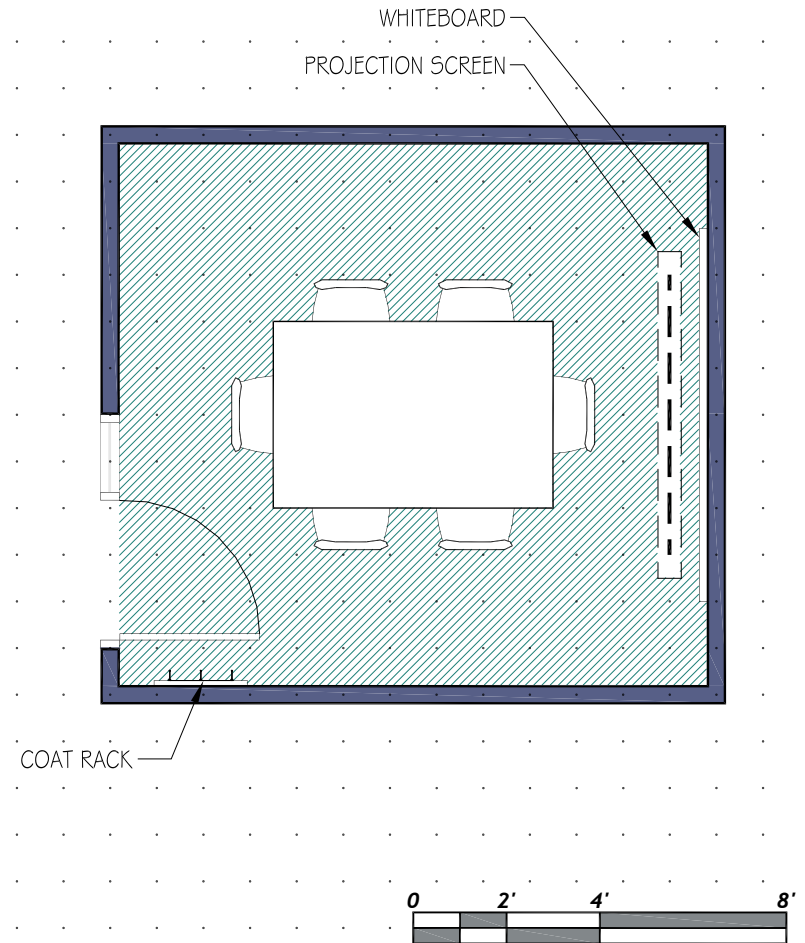
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



UNIVERSITY DEVELOPMENT



CONFERENCE ROOM UNIVERSITY DEVELOPMENT

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Meeting Room
- Number Required: 1
- Number Additional (expansion):
- Total Number: 1

Net Area Summary

- Area (each): 150 sf
- Subtotal Required Area: 150 sf
- Subtotal Additional Area: sf
- Total Area: 150 sf

Occupant Summary

- Assigned Occupants: 0
- Visitors: 2-6

Function / Tasks

- Provide a shared conference area

Relationships

- Location: Second Floor
- Adjacency: Asst. VP Office
- Proximity: Directors Offices
- Separation: Spaces for group activities
Equipment & mechanical rooms
Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board w/ chair rail
- Ceiling: Susp. 2x2 acoustic & gyp. bd. ceiling
- Sound: Full sound construction

Ceiling Height

- Above Finish Floor (min.): Bi-level 10'-0"/8'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal, glazed sidelite
- Special: Sound isolation

Windows

- Natural Light: Desirable
- Type: Aluminum frame
- Glazing: Insulated w/ low-e coating

Casework / Fixed Equipment

- Whiteboard (alum. frame & tray): (1) 96"x48"
- Projection Screen: (1) 72"w
- Coat Rack: 18x6x3/4 oak plate w/ 3 dbl. prong

Furnishings

- Wood conference table: (1) 36"x6'-0"
- Upholstered conference chair: (6) 20"x20"
- Waste can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 10'
Two per wall (min.)
One four-plex outlet at conference table
Additional capacity for equipment listed

- Data: One per wall (min.)
Two data ports at conference table
Additional capacity for equipment listed

- Phone: Minimum one
- Video: Capacity for future video & audio

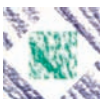
Lighting

- Fixture Types: Fluorescent electronic ballast
- Accent Lighting: Incandescent

- Foot Candles: 50
- VCP: 70
- Controls: Auto sensor, override & dimming

Equipment

- Laptop computer, LCD projector, DVD player, television, smart board, & overhead, opaque, slide & film projectors, audio devices

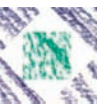




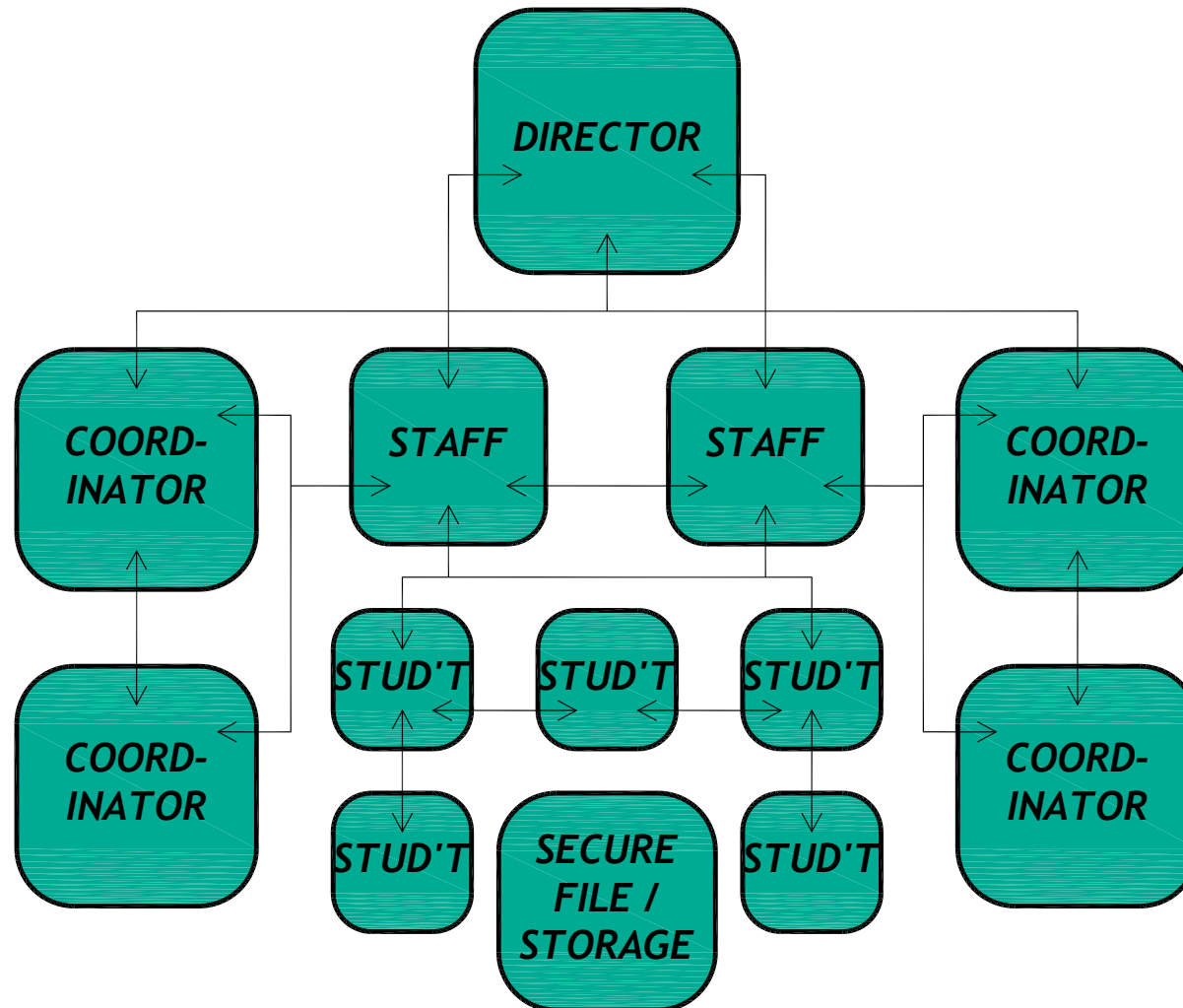
Weber State University

HURST CENTER FOR LIFELONG LEARNING

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INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	1
• Number Additional (expansion):	0
• Total Number:	1

Net Area Summary

• Area (each):	180 sf
• Subtotal Required Area:	180 sf
• Subtotal Additional Area:	0 sf
• Total Area:	180 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	2-4

Function / Tasks

- Provide a professional work space
- General office work & conferencing

Relationships

• Location:	Second Floor
• Adjacency:	Staff Workstations
• Proximity:	Coordinators Offices
• Separation:	Spaces for group activities Equipment & mechanical rooms Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	Full sound construction

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	Sound isolation

Windows

• Natural Light:	Required
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x ³ / ₄ oak plate w/ 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x96" & (1) 24"x48"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface:	(1) 24"x48"
• Shelf Unit, 2-shelves high:	(1) 14"x36"
• Binder Bin w/ lockable door:	(2) 15"x48"
• Book Shelf Unit, 6-shelves high:	(2) 14"x42"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Conference Table:	(1) 42" diameter
• Upholstered Side Chairs:	(4) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Capacity for future video & audio

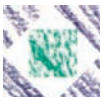
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

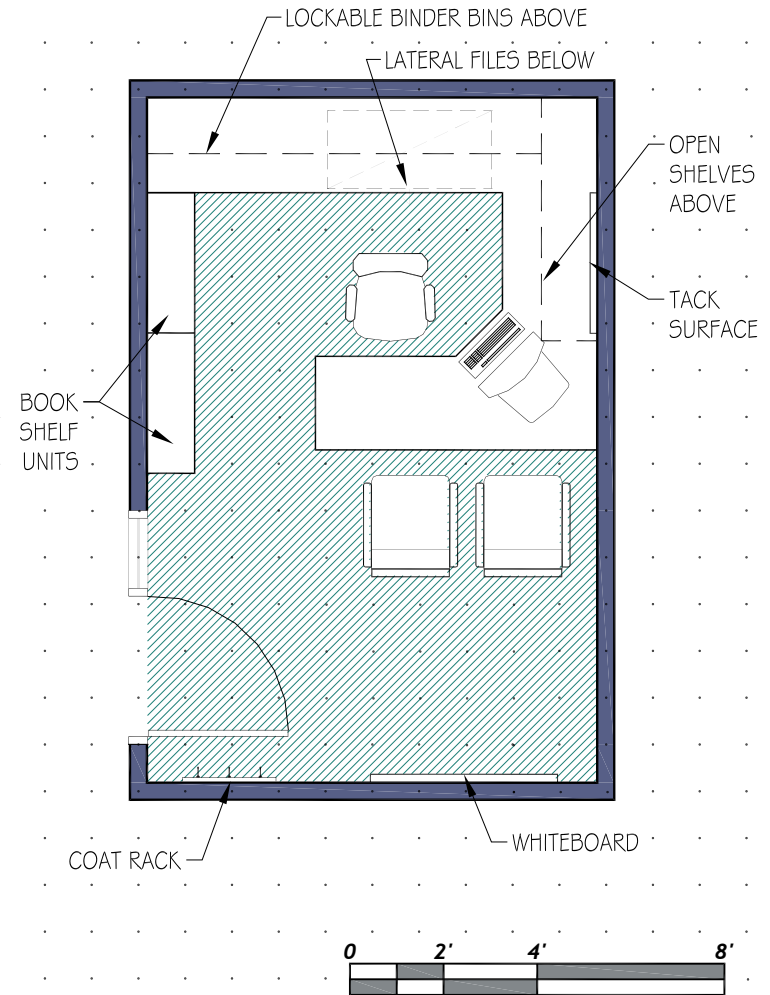
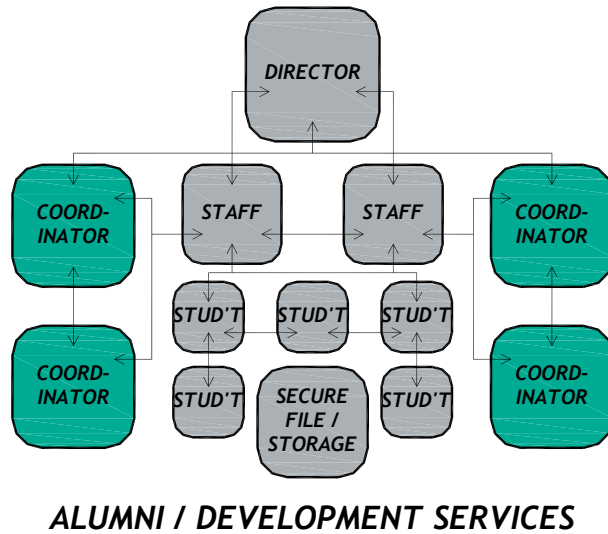
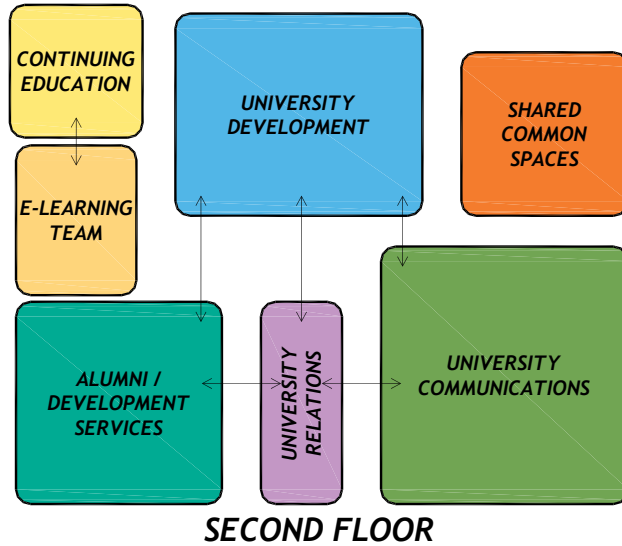
Equipment

• Desktop computer & laser printer





INDIVIDUAL SPACE DIAGRAMS



COORDINATOR OFFICE ALUMNI / DEVELOPMENT SERVICES

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Private Office
- Number Required: 3
- Number Additional (expansion): 1
- Total Number: 4

Net Area Summary

- Area (each): 150 sf
- Subtotal Required Area: 450 sf
- Subtotal Additional Area: 150 sf
- Total Area: 600 sf

Occupant Summary

- Assigned Occupants: 1
- Visitors: 1-2

Function / Tasks

- Provide a professional workspace
- General office work & conferencing

Relationships

- Location: Second Floor
- Adjacency: Coordinators Offices & Staff WS
- Proximity: Director's Office
- Separation: Spaces for group activities
Equipment & mechanical rooms
Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal, glazed sidelite
- Special: None

Windows

- Natural Light: Desirable
- Type: Aluminum frame
- Glazing: Insulated w/ low-e coating

Casework / Fixed Equipment

- Coat Rack: 18x6x³/₄ oak plate w/ 2 dbl-prong
- Whiteboard (alum. frame & tray): (1) 48"x48"

Furnishings

- Work Surface: (1) 24"x96" & (1) 24"x48"
- Work Surface, angled corner: (1) 24"x36"
- Work/Table Surface: (1) 24"x48"
- Shelf Unit, 2-shelves high: (1) 14"x36"
- Binder Bin w/ lockable door: (2) 15"x48"
- Book Shelf Unit, 6-shelves high: (2) 14"x42"
- Keyboard Shelf: (1) pull-out
- Tack Surface: (1) 24"x36"
- 2-Drawer Lateral File: (2) 18"x42"
- Task Chair w/ arms, adjustable: (1) 27"x28"
- Upholstered Side Chairs: (2) 20"x20"
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)

- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12'
One per wall (min.)
Additional capacity for equipment listed

- Data: Capacity for one computer (min.)
Additional capacity for equipment listed

- Phone: Minimum one
- Video: Capacity for future video & audio

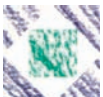
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces

- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

Equipment

- Desktop computer & laser printer



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Open Workstation
- Number Required: 1
- Number Additional (expansion): 1
- Total Number: 2

Net Area Summary

- Area (each): 100 sf
- Subtotal Required Area: 100 sf
- Subtotal Additional Area: 100 sf
- Total Area: 200 sf

Occupant Summary

- Assigned Occupants: 1
- Visitors: 0

Function / Tasks

- Provide clerical support
- General office work

Relationships

- Location: Second Floor
- Adjacency: Coordinator's Offices
- Proximity: Director's Office
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Not applicable
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

- Work Surface: (3) 24"x72"
- Work Surface, angled corner: (1) 24"x48"
- Binder Bin w/ lockable door: (2) 15"x48"
- Fabric-covered Panels: (1 wkstn.) 36"x60"H
- Keyboard Shelf: (1) pull-out
- Tack Surface: (2) 24"x48"
- 2-Drawer Lateral File: (2) 18"x42"
- Task Chair w/ arms, adjustable: (1) 27"x28"
- Coat Hook: (2) each
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: 120V distributed to systems furniture
- Data: Distributed to systems furniture
- Phone: Distributed to systems furniture
- Video: None required

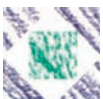
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces

- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

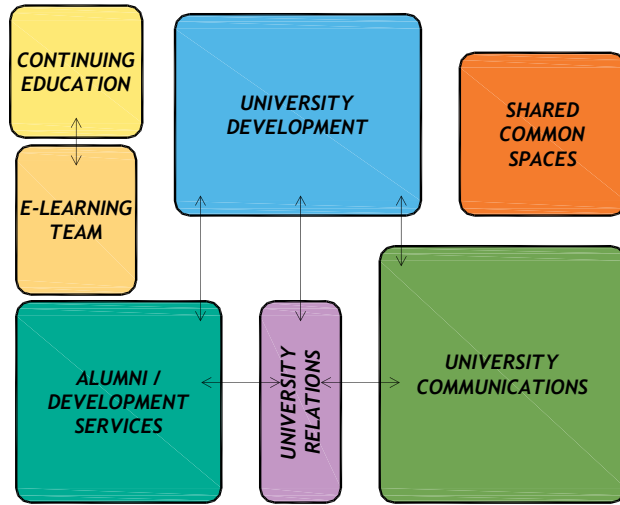
Equipment

- Desktop computer, (2) large laser printers, & scanner

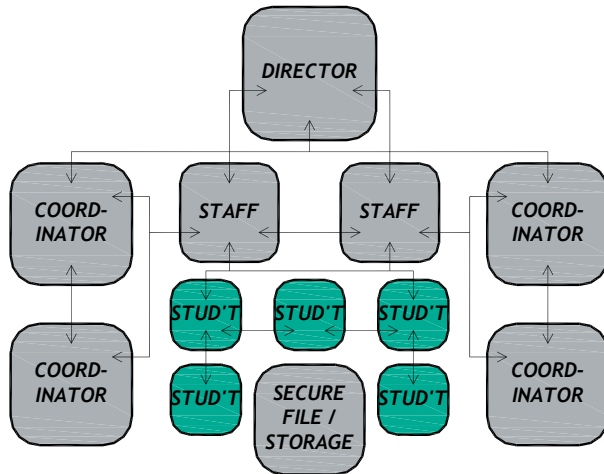




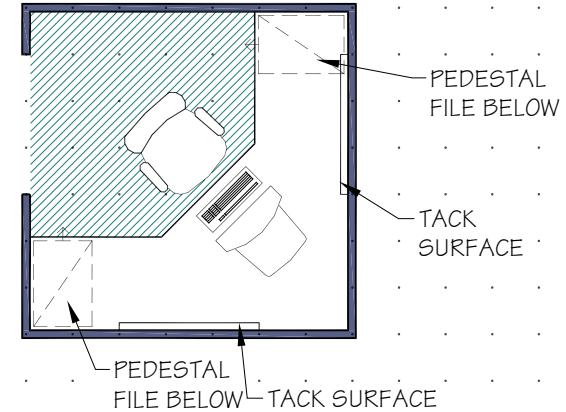
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



ALUMNI / DEVELOPMENT SERVICES



STUDENT WORKSTATION ALUMNI / DEVELOPMENT SERVICES

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Open Workstation
• Number Required:	4
• Number Additional (expansion):	1
• Total Number:	5

Net Area Summary

• Area (each):	48 sf
• Subtotal Required Area:	192 sf
• Subtotal Additional Area:	48 sf
• Total Area:	240 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	0

Function / Tasks

- General office work

Relationships

• Location:	Second Floor
• Adjacency:	Staff Workstations
• Proximity:	None required
• Separation:	None required

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Not applicable
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

• Work Surface:	(2) 24"x36"
• Work Surface, angled corner:	(1) 24"x48"
• Fabric-covered Panels:	(1 wkstn.) 42"H
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(2) 24"x36"
• 2-Drawer Pedestal File:	(2) 18"x18"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Coat Hook:	(2) each
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)
• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	120V distributed to systems furniture
• Data:	Distributed to systems furniture
• Phone:	Distributed to systems furniture
• Video:	None required

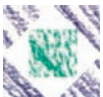
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

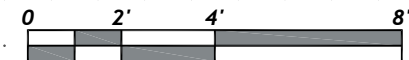
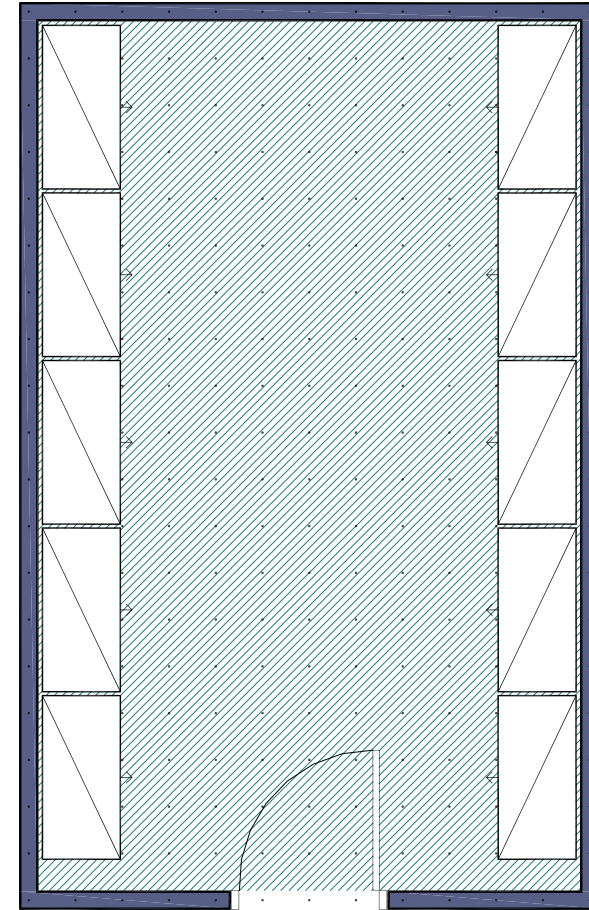
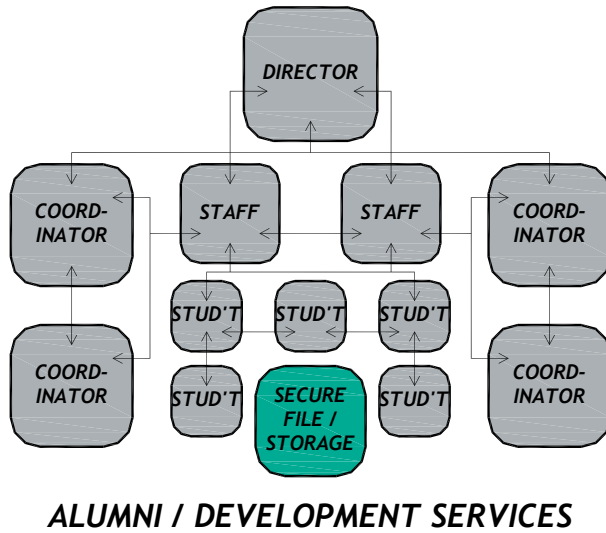
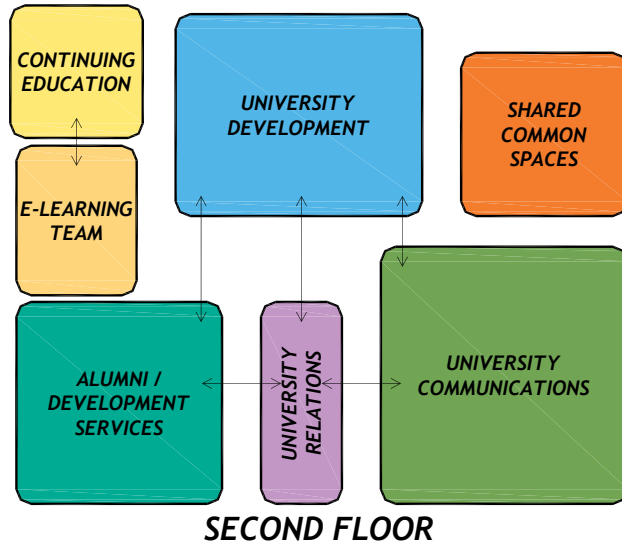
Equipment

- Desktop computer & laser printer





INDIVIDUAL SPACE DIAGRAMS



SECURE FILE / STORAGE ROOM ALUMNI / DEVELOPMENT SERVICES

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Storage Room
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 220 sf
- Subtotal Required Area: 220 sf
- Subtotal Additional Area: 0 sf
- Total Area: 220 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Staff

Function / Tasks

- Secure file storage

Relationships

- Location: Second Floor
- Adjacency: Staff Workstation
- Proximity: None required
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: VCT
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: Electronic access locks

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- None required

Furnishings

- Lateral Files: (10) 42"w

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)
- Summer Design Temp.: 70°F
- Winter Design Temp.: 68°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

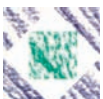
- Power: One duplex outlet every 10'
One per wall (min.)
- Data: Rough-in for future capacity
- Phone: Rough-in for future capacity
- Video: Rough-in for future capacity

Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required
- Foot Candles: 50
- VCP: 70
- Controls: Auto sensor

Equipment

- Shredder

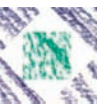


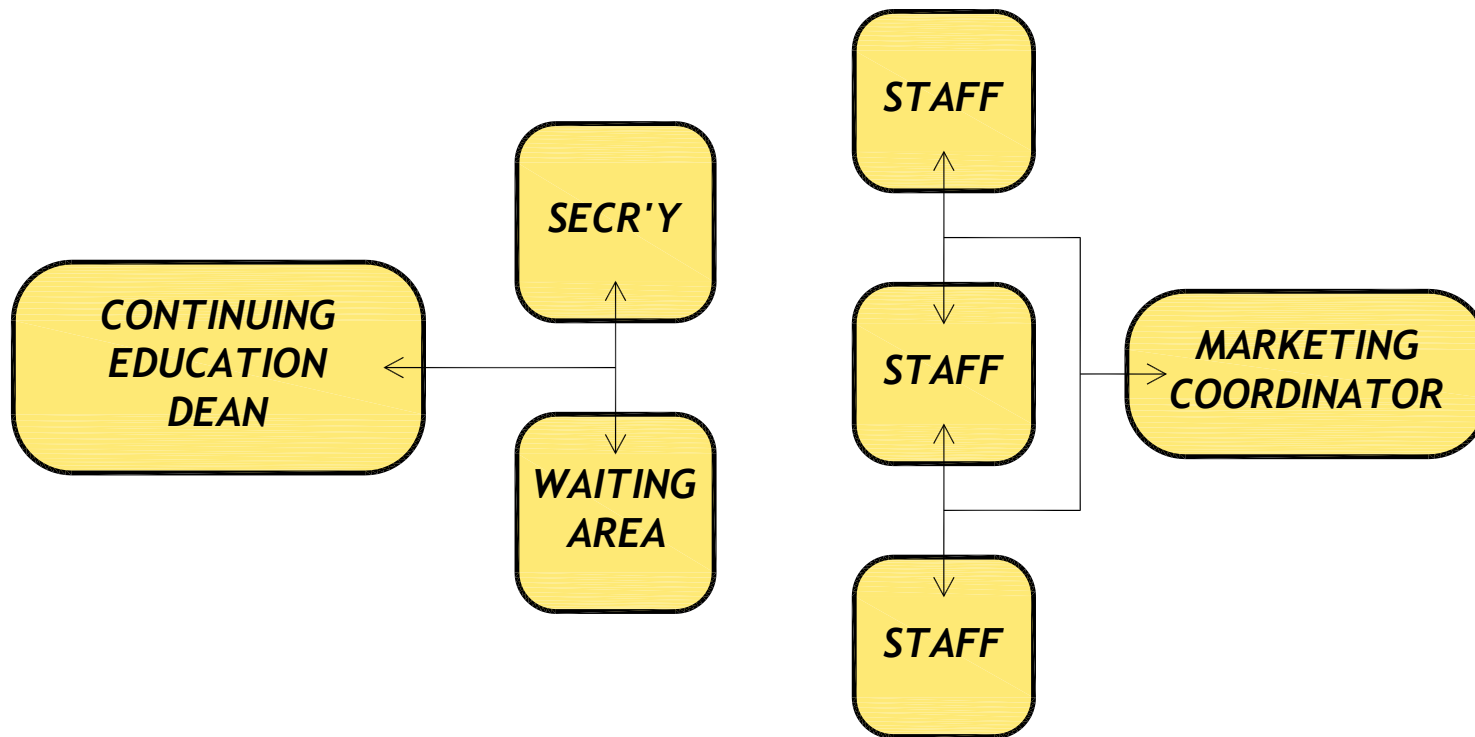


Weber State University

HURST CENTER FOR LIFELONG LEARNING

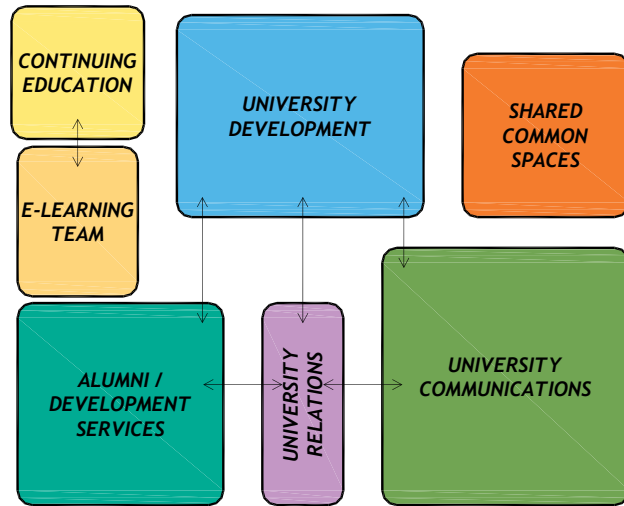
HFSArchitects



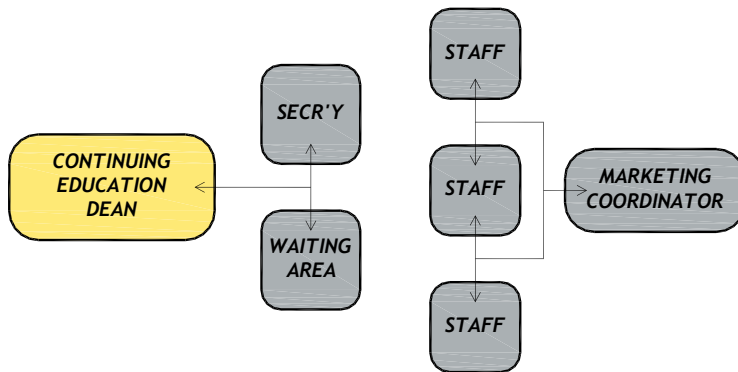




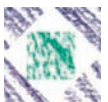
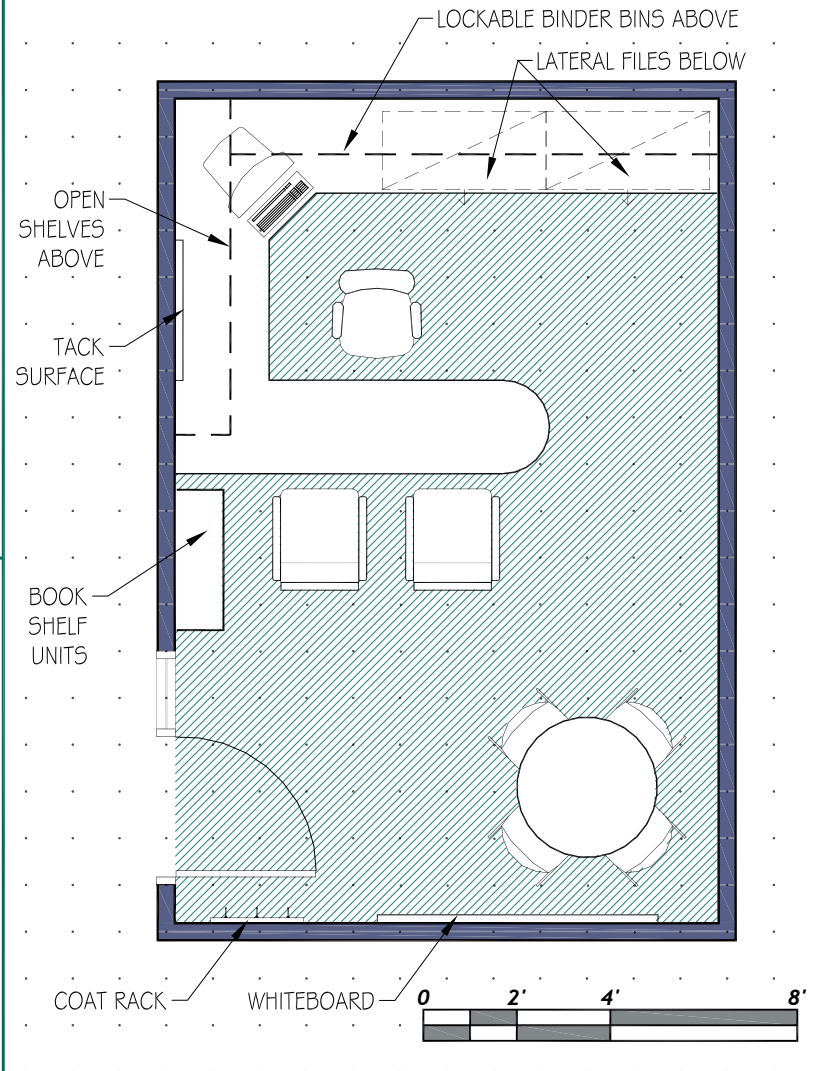
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



CONTINUING EDUCATION



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	1
• Number Additional (expansion):	0
• Total Number:	1

Net Area Summary

• Area (each):	220 sf
• Subtotal Required Area:	220 sf
• Subtotal Additional Area:	0 sf
• Total Area:	220 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	2-6

Function / Tasks

- Provide a professional workspace
- General office work & conferencing

Relationships

• Location:	Second Floor
• Adjacency:	Secretary & Waiting Area
• Proximity:	Shared Conference Room
• Separation:	Spaces for group activities Equipment & mechanical rooms Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	Full sound construction

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	Sound isolation

Windows

• Natural Light:	Required
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x3/4 oak plate w/ 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x96" & (1) 24"x60"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface w/ round end:	(1) 24"x72"
• Shelf Unit, 2-shelves high:	(2) 14"x36"
• Binder Bin w/ lockable door:	(3) 15"x36"
• Book Shelf Unit, 6-shelves high:	(2) 14"x42"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Conference Table:	(1) 42" diameter
• Upholstered Side Chairs:	(6) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Wireless access Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Capacity for future video & audio

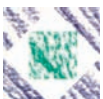
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

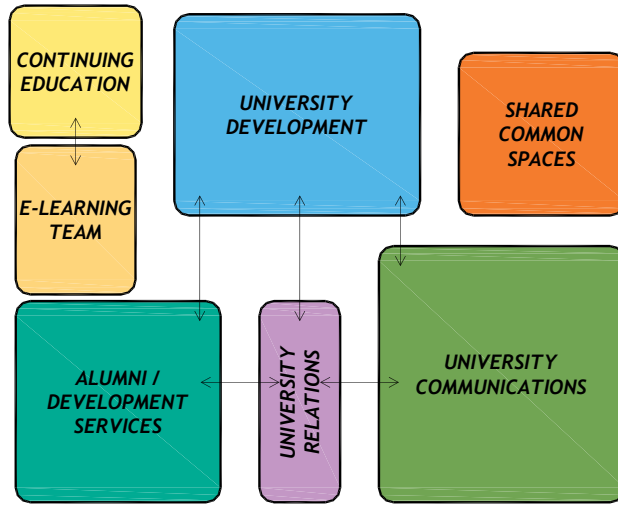
Equipment

• Desktop computer & laser printer

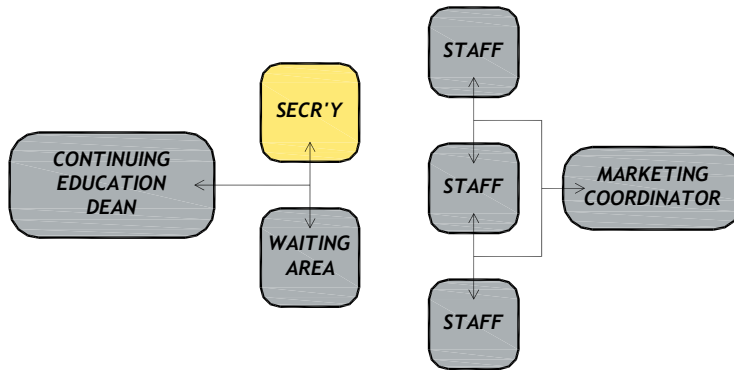




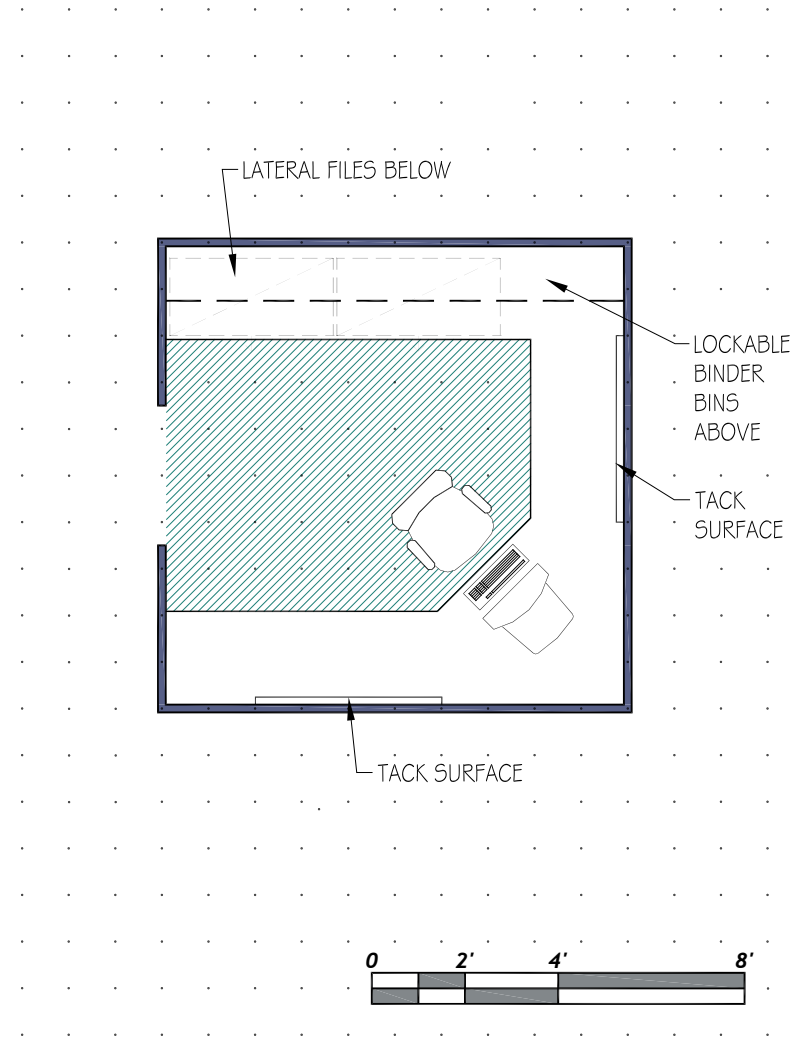
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



CONTINUING EDUCATION



SECRETARY WORKSTATION CONTINUING EDUCATION

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Open Workstation
• Number Required:	1
• Number Additional (expansion):	0
• Total Number:	1

Net Area Summary

• Area (each):	100 sf
• Subtotal Required Area:	100 sf
• Subtotal Additional Area:	0 sf
• Total Area:	100 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	0

Function / Tasks

- Provide clerical support
- General office work

Relationships

• Location:	Second Floor
• Adjacency:	Dean & Waiting Area
• Proximity:	Shared Conference Room
• Separation:	None required

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Not applicable
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

• Work Surface:	(3) 24"x72"
• Work Surface, angled corner:	(1) 24"x48"
• Binder Bin w/ lockable door:	(2) 15"x48"
• Fabric-covered Panels: (1 wkstn.)	36" & 60"H
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(2) 24"x48"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Coat Hook:	(2) each
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)
• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	120V distributed to systems furniture
• Data:	Distributed to systems furniture
• Phone:	Distributed to systems furniture
• Video:	None required

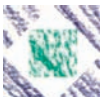
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

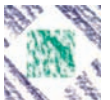
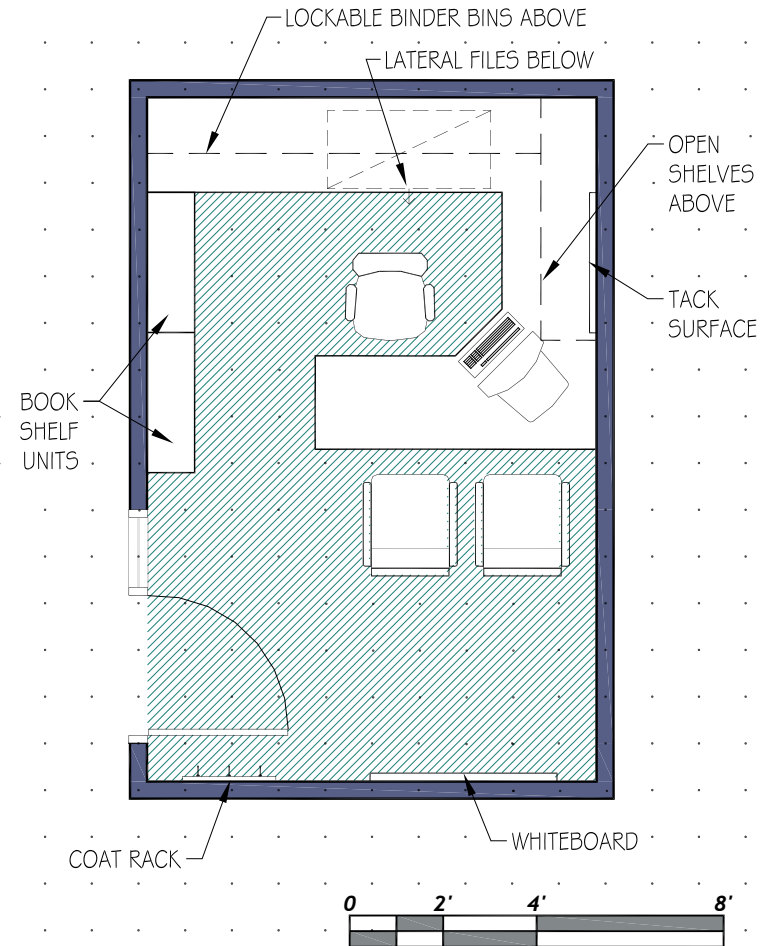
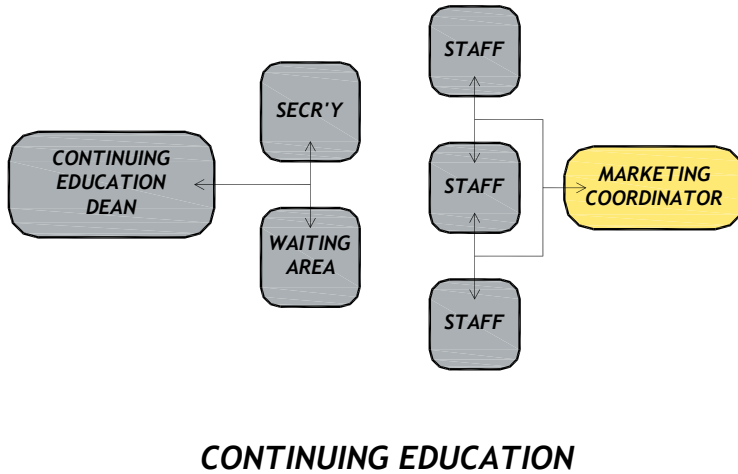
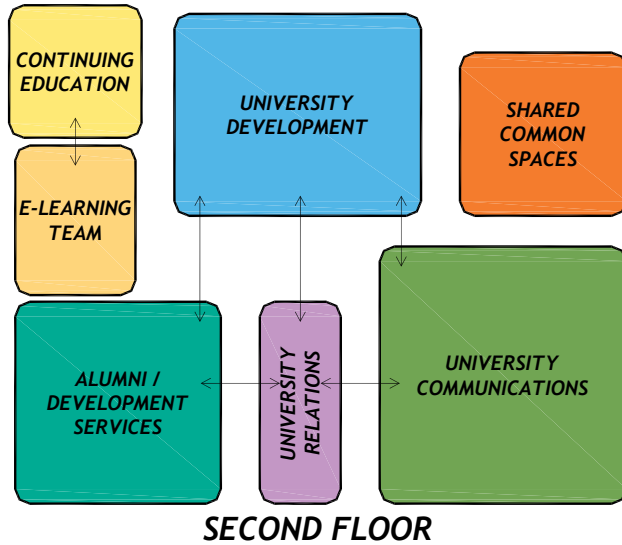
Equipment

- Desktop computer, laser printer, scanner & dedicated fax machine





INDIVIDUAL SPACE DIAGRAMS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	1
• Number Additional (expansion):	0
• Total Number:	1

Net Area Summary

• Area (each):	150 sf
• Subtotal Required Area:	150 sf
• Subtotal Additional Area:	0 sf
• Total Area:	150 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	1-2

Function / Tasks

- Provide a professional workspace
- General office work & conferencing.

Relationships

• Location:	Second Floor
• Adjacency:	Staff Workstations
• Proximity:	Dean's Suite, Shared Storage
• Separation:	Noisy public areas

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	None

Windows

• Natural Light:	Desirable
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x ³ / ₄ oak plate w/ 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x96" & (1) 24"x48"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface:	(1) 24"x48"
• Shelf Unit, 2-shelves high:	(1) 14"x36"
• Binder Bin w/ lockable door:	(2) 15"x48"
• Book Shelf Unit, 6-shelves high:	(2) 14"x42"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Upholstered Side Chairs:	(2) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Capacity for future video & audio

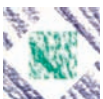
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

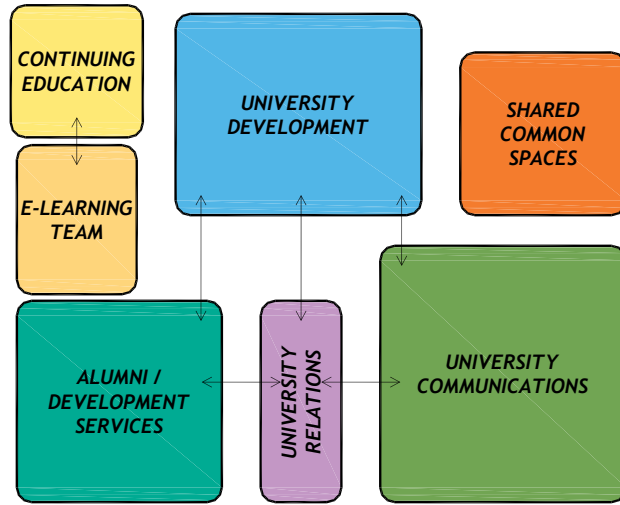
Equipment

- Desktop computer & laser printer

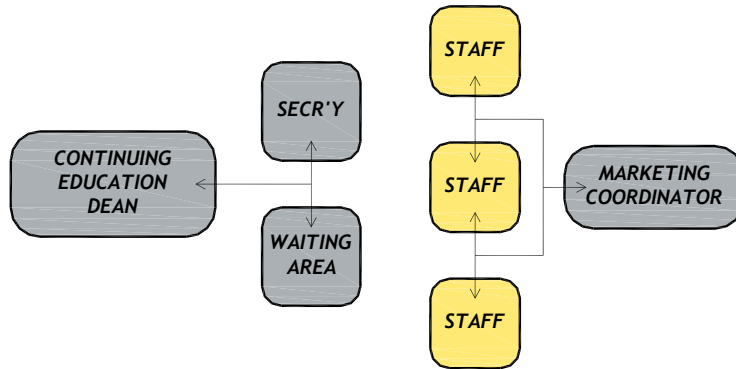




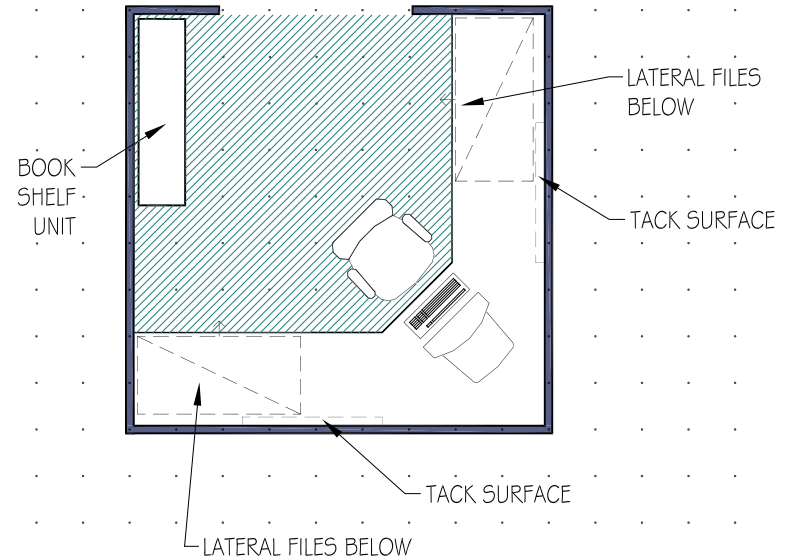
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



CONTINUING EDUCATION



STAFF WORKSTATION CONTINUING EDUCATION

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Open Workstation
• Number Required:	2
• Number Additional (expansion):	1
• Total Number:	3

Net Area Summary

• Area (each):	80 sf
• Subtotal Required Area:	160 sf
• Subtotal Additional Area:	80 sf
• Total Area:	240 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	0

Function / Tasks

- General office work

Relationships

• Location:	Second Floor
• Adjacency:	Marketing Coordinator
• Proximity:	Dean's Suite, Shared Storage
• Separation:	None required

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Not applicable
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

• Work Surface:	(2) 24"x72"
• Work Surface, angled corner:	(1) 24"x42"
• Shelf Unit, 6-shelves high:	(1) 14"x48"
• Fabric-covered Panels:	(1 wkstn.) 42"H
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(2) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Coat Hook:	(2) each
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)
• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	120V distributed to systems furniture
• Data:	Distributed to systems furniture
• Phone:	Distributed to systems furniture
• Video:	None required

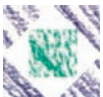
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

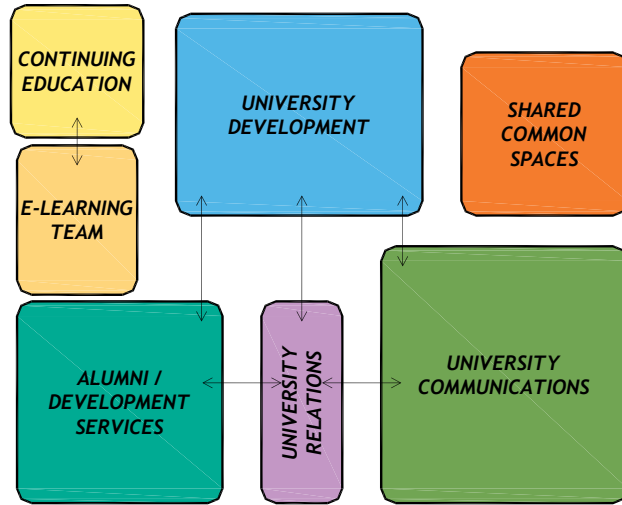
Equipment

- Desktop computer & laser printer

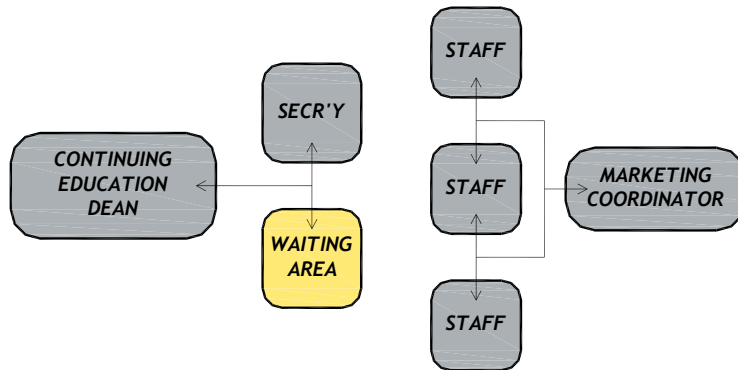




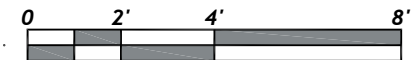
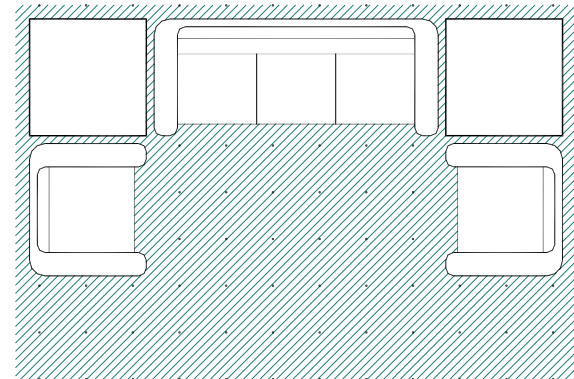
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



CONTINUING EDUCATION



RECEPTION / WAITING AREA CONTINUING EDUCATION

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Open Reception & Waiting
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 100 sf
- Subtotal Required Area: 100 sf
- Subtotal Additional Area: 0 sf
- Total Area: 100 sf

Occupant Summary

- Assigned Occupants: 0
- Visitors: 1-6

Function / Tasks

- Provide a reception & waiting area

Relationships

- Location: Second Floor
- Adjacency: Dean's Office & Secretary
- Proximity: Marketing Coordinator, Elevator
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

- Upholstered 3-Seat Sofa: (1) 30"x84"
- Upholstered Lounge Chairs: (2) 29"x30"
- Wood Side Table: (2) 30"x30"
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12'
One per wall (min.)
Additional capacity for equipment listed

- Data: Capacity for possible laptop use)

- Phone: Capacity, one public phone desirable
- Video: Capacity for future video & audio

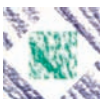
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required

- Foot Candles: 75
- VCP: 70
- Controls: None required

Equipment

- Table Lamps: (2) each

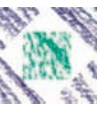


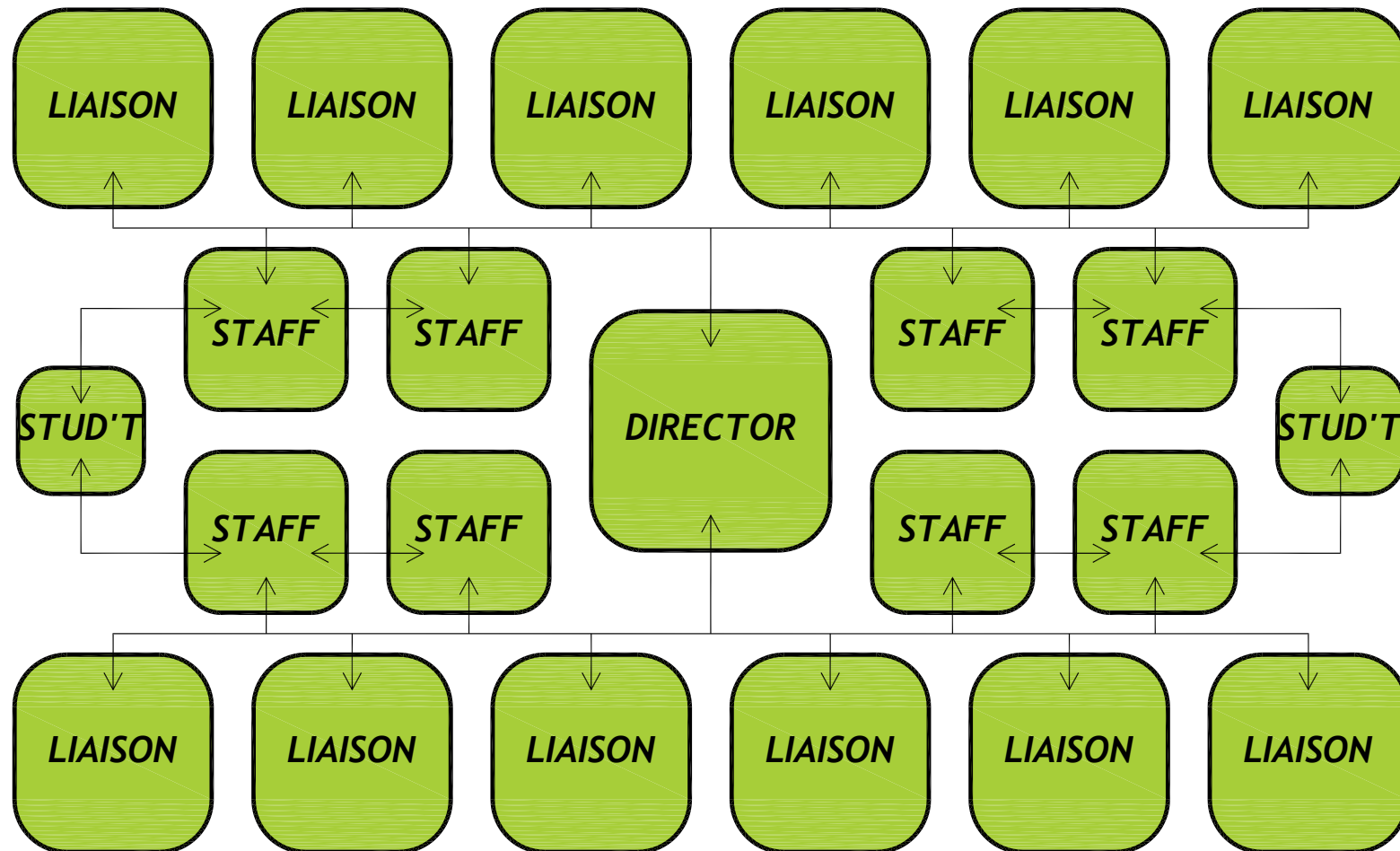


Weber State University

HURST CENTER FOR LIFELONG LEARNING

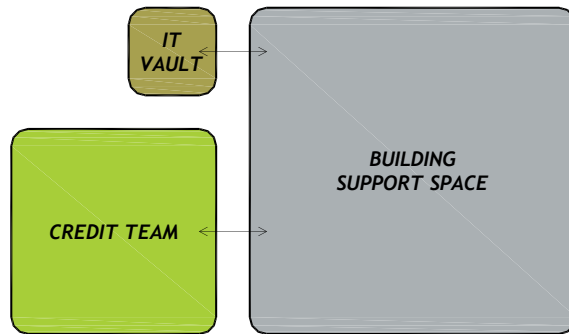
HFSArchitects



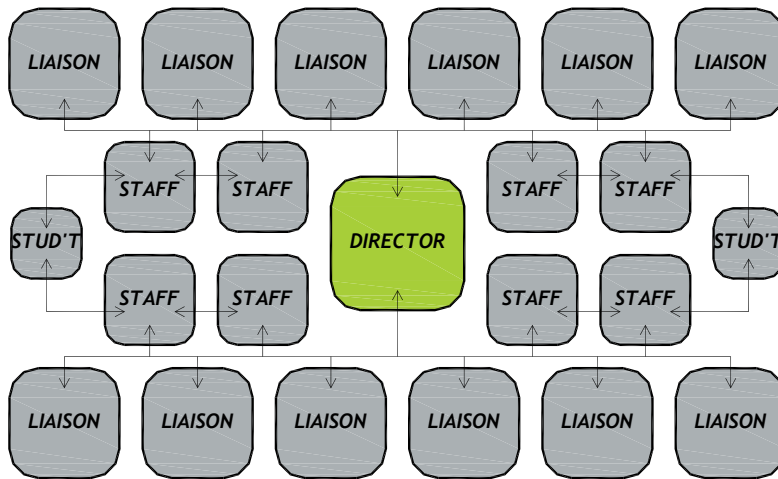




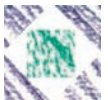
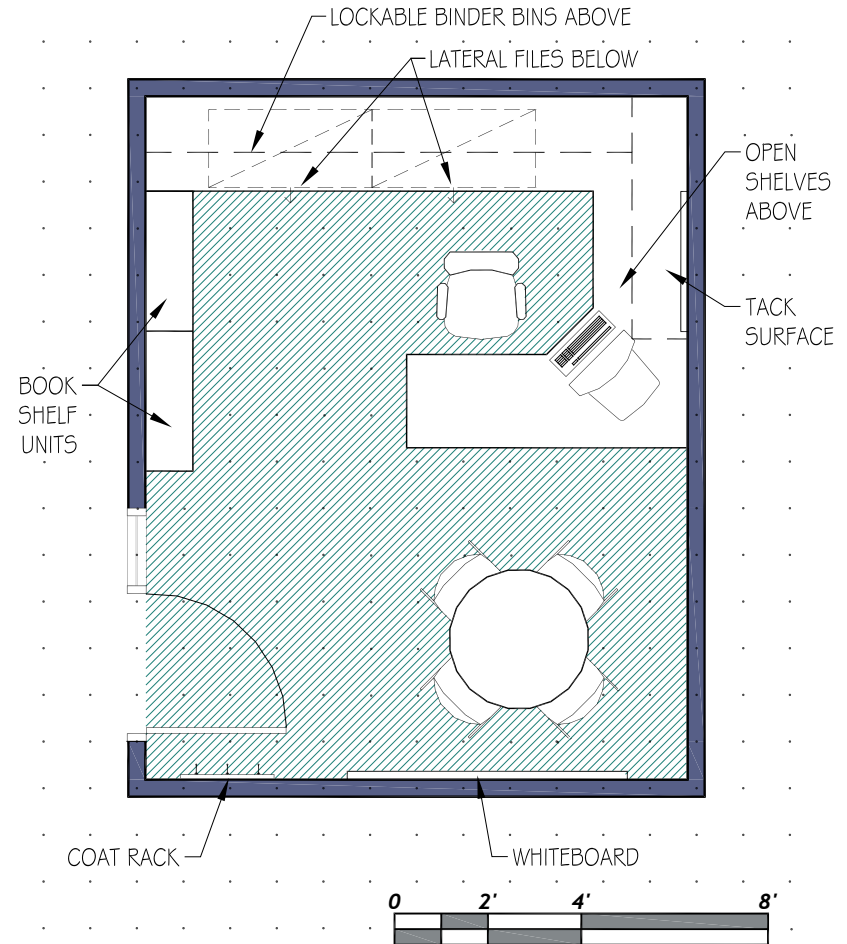
INDIVIDUAL SPACE DIAGRAMS



BASEMENT



CREDIT TEAM



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	1
• Number Additional (expansion):	0
• Total Number:	1

Net Area Summary

• Area (each):	180 sf
• Subtotal Required Area:	180 sf
• Subtotal Additional Area:	0 sf
• Total Area:	180 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	2-4

Function / Tasks

- Provide a professional work space
- General office work & conferencing

Relationships

• Location:	Basement
• Adjacency:	Credit Team Staff
• Proximity:	Shared Conference Room
• Separation:	Spaces for group activities Equipment & mechanical rooms Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	Full sound construction

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	Sound isolation

Windows

• Natural Light:	Required
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x ³ / ₄ oak plate w/ 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x96" & (1) 24"x48"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface:	(1) 24"x48"
• Shelf Unit, 2-shelves high:	(1) 14"x36"
• Binder Bin w/ lockable door:	(2) 15"x48"
• Book Shelf Unit, 6-shelves high:	(2) 14"x42"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Conference Table:	(1) 42" diameter
• Upholstered Side Chairs:	(4) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Capacity for future video & audio

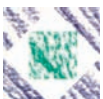
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

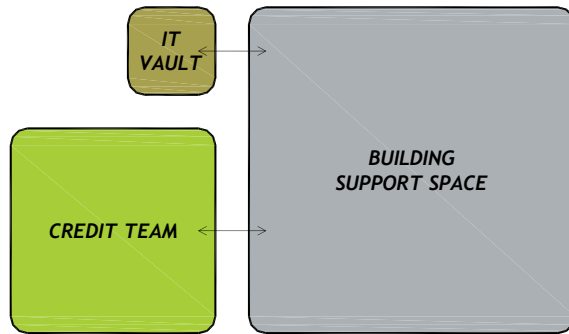
Equipment

• Desktop computer & laser printer

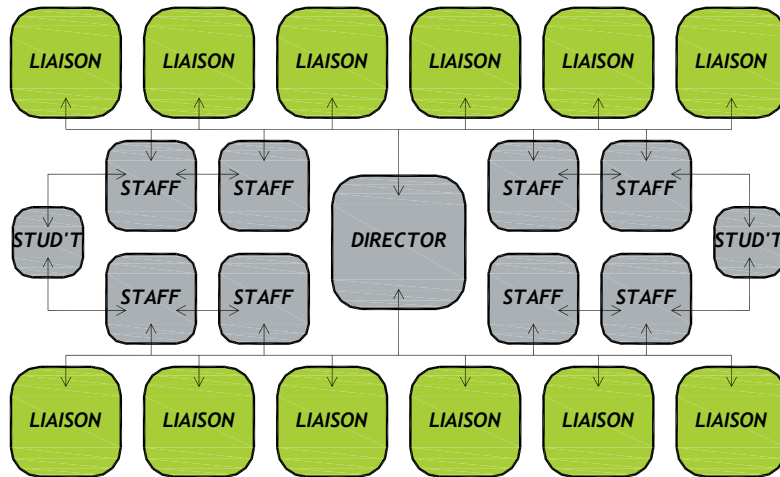




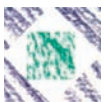
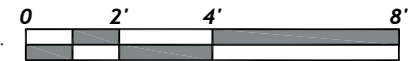
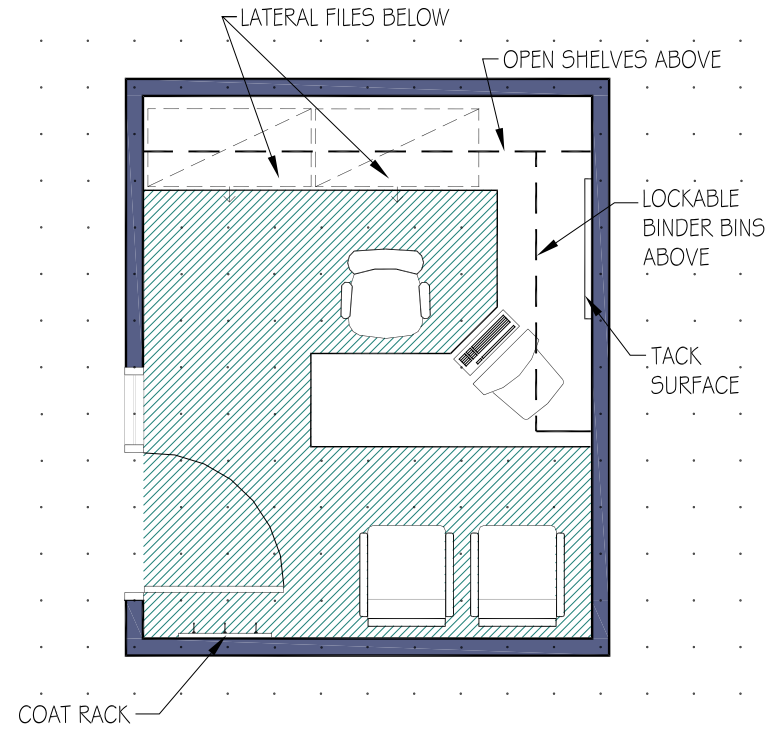
INDIVIDUAL SPACE DIAGRAMS



BASEMENT



CREDIT TEAM



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	10
• Number Additional (expansion):	2
• Total Number:	12

Net Area Summary

• Area (each):	120 sf
• Subtotal Required Area:	1,200 sf
• Subtotal Additional Area:	240 sf
• Total Area:	1,440 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	1-2

Function / Tasks

- Provide a professional workspace
- General office work & conferencing.

Relationships

• Location:	Basement
• Adjacency:	Liaison Offices
• Proximity:	Director & Credit Team Staff
• Separation:	Noisy public areas

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	None

Windows

• Natural Light:	Desirable
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x ³ / ₄ oak plate w/ 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x60" & (1) 24"x78"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface w/ round end:	(1) 24"x36"
• Shelf Unit, 2-shelves high:	(1) 14"x48"
• Binder Bin w/ lockable door:	(2) 15"x36"
• Book Shelf Unit, 6-shelves high:	(1) 14"x42"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(1) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Upholstered Side Chairs:	(2) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Capacity for future video & audio

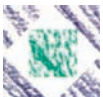
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

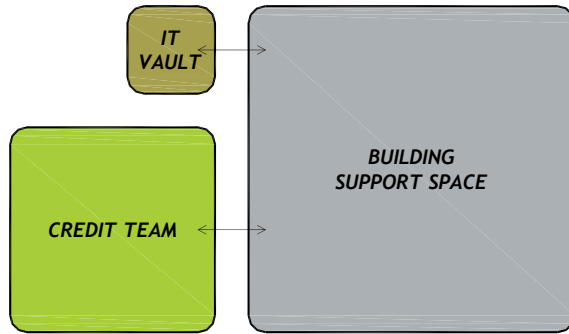
Equipment

- Desktop computer & laser printer

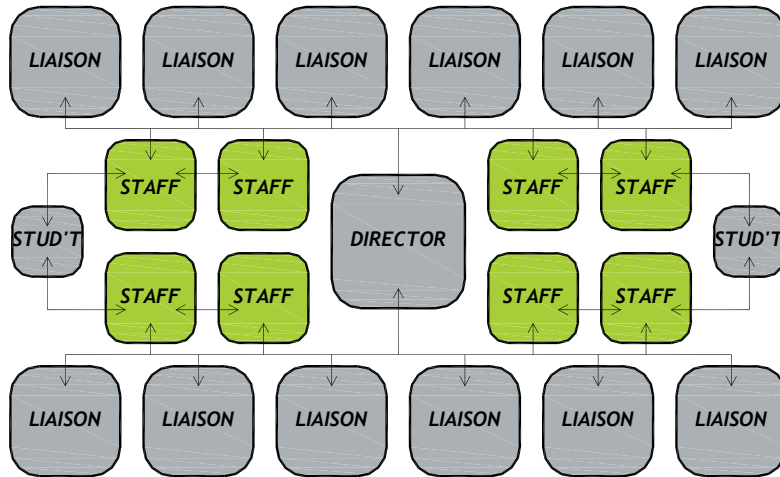




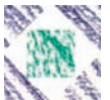
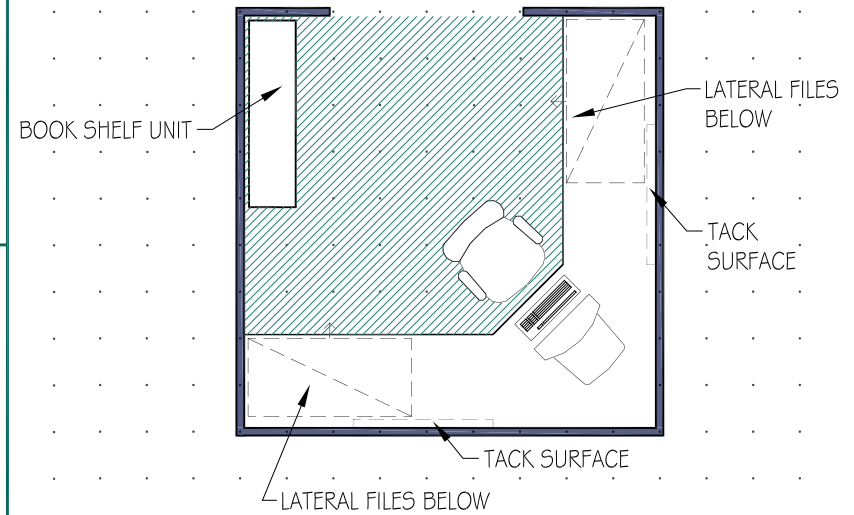
INDIVIDUAL SPACE DIAGRAM



BASEMENT



CREDIT TEAM



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Open Workstation
• Number Required:	6
• Number Additional (expansion):	2
• Total Number:	8

Net Area Summary

• Area (each):	80 sf
• Subtotal Required Area:	480 sf
• Subtotal Additional Area:	160 sf
• Total Area:	640 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	0

Function / Tasks

- General office work

Relationships

• Location:	Basement
• Adjacency:	Director & Liaison Offices
• Proximity:	Shared Storage & Workroom
• Separation:	None required

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Not applicable
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

• Work Surface:	(2) 24"x72"
• Work Surface, angled corner:	(1) 24"x42"
• Shelf Unit, 6-shelves high:	(1) 14"x48"
• Fabric-covered Panels:	(1 wkstn.) 42"H
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(2) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Coat Hook:	(2) each
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)
• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	120V distributed to systems furniture
• Data:	Distributed to systems furniture
• Phone:	Distributed to systems furniture
• Video:	None required

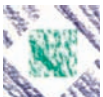
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

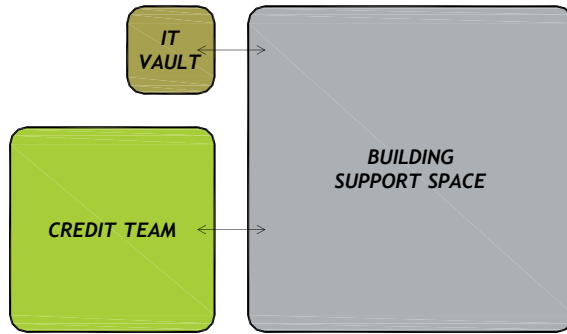
Equipment

- Desktop computer & laser printer

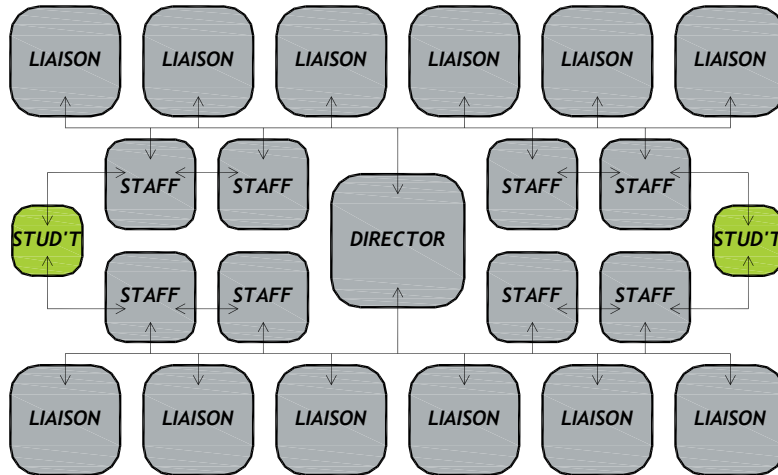




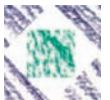
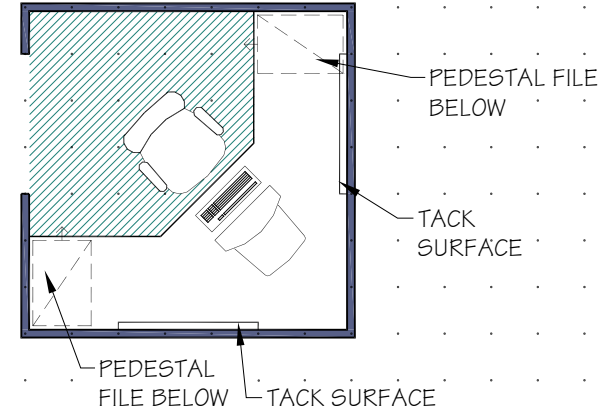
INDIVIDUAL SPACE DIAGRAM



BASEMENT



CREDIT TEAM



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Open Workstation
• Number Required:	2
• Number Additional (expansion):	0
• Total Number:	2

Net Area Summary

• Area (each):	48 sf
• Subtotal Required Area:	96 sf
• Subtotal Additional Area:	0 sf
• Total Area:	96 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	0

Function / Tasks

- General office work

Relationships

• Location:	Basement
• Adjacency:	Staff Workstations
• Proximity:	Liaison Offices
• Separation:	None required

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Not applicable
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

• Work Surface:	(2) 24"x36"
• Work Surface, angled corner:	(1) 24"x48"
• Fabric-covered Panels:	(1 wkstn.) 42"H
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(2) 24"x36"
• 2-Drawer Pedestal File:	(2) 18"x18"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Coat Hook:	(2) each
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)
• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	120V distributed to systems furniture
• Data:	Distributed to systems furniture
• Phone:	Distributed to systems furniture
• Video:	None required

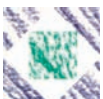
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

Equipment

- Desktop computer & laser printer

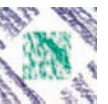




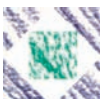
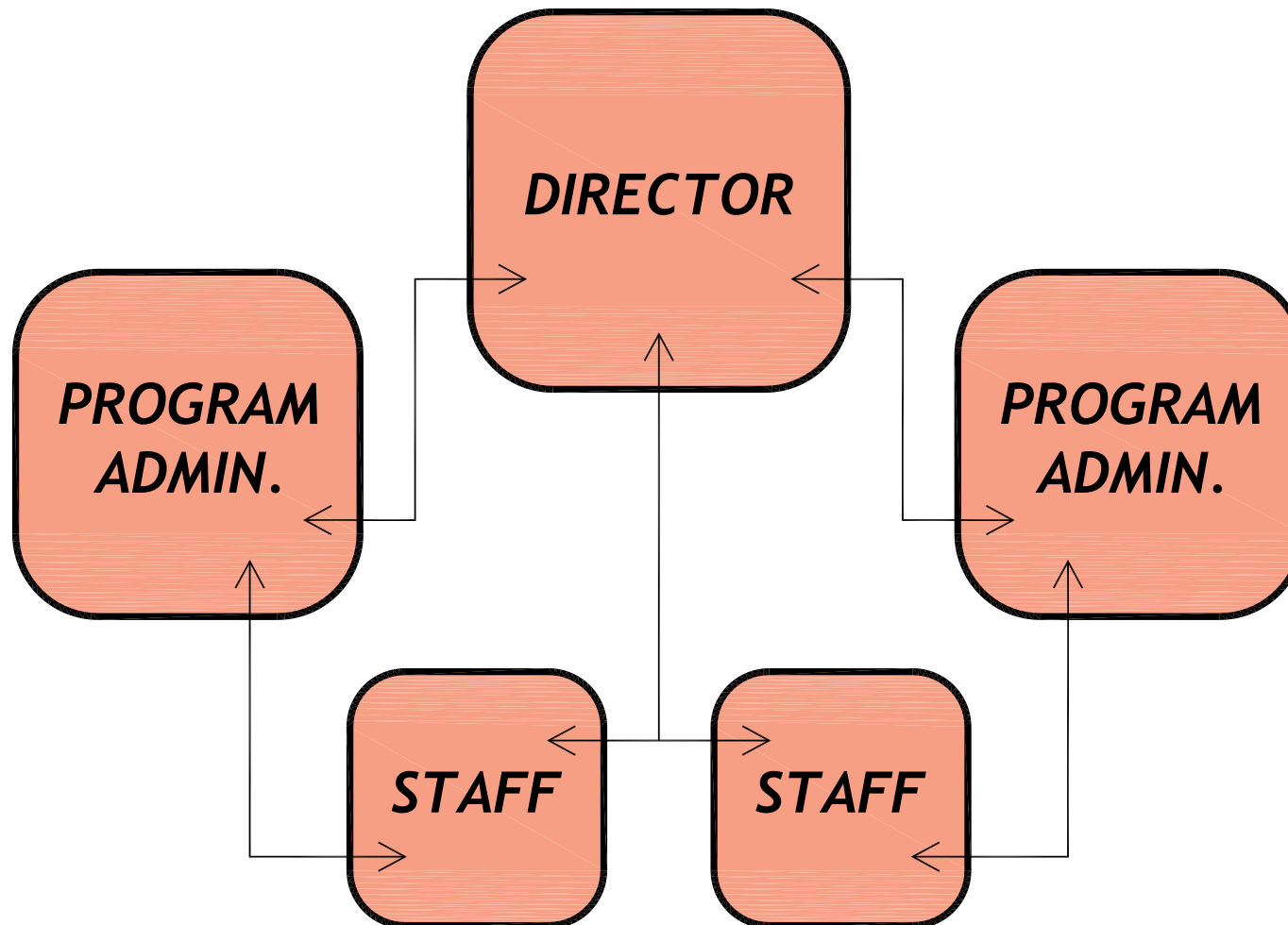
Weber State University

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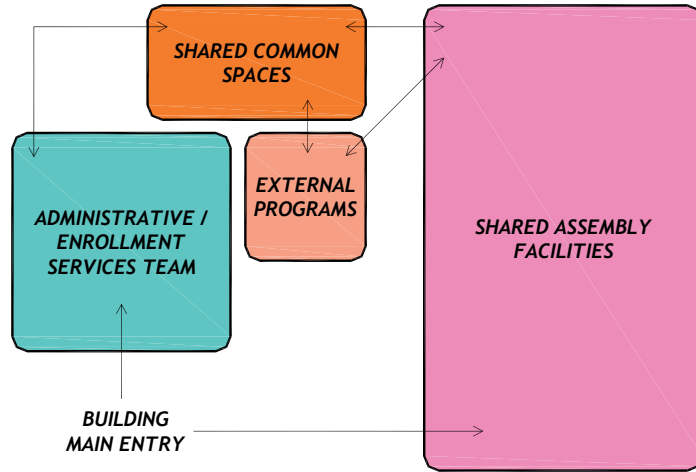


EXTERNAL PROGRAMS TEAM RELATIONSHIP DIAGRAM

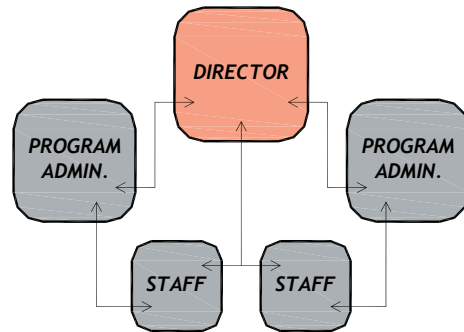




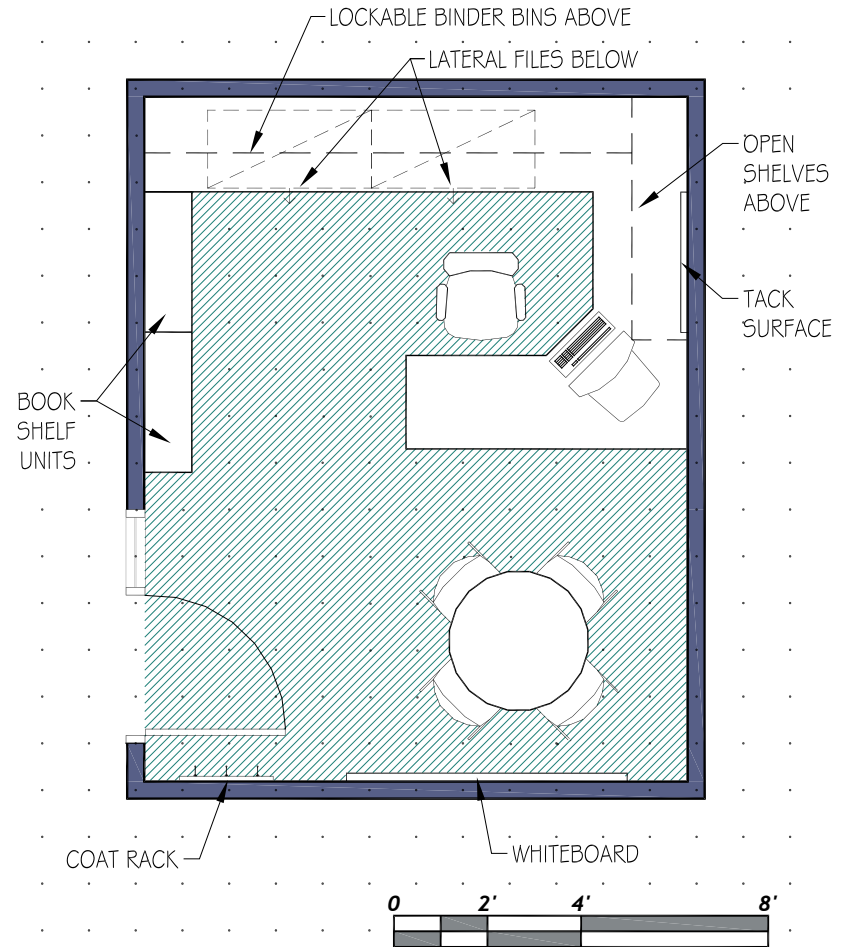
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



EXTERNAL PROGRAMS TEAM



DIRECTOR OFFICE EXTERNAL PROGRAMS TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	1
• Number Additional (expansion):	0
• Total Number:	1

Net Area Summary

• Area (each):	180 sf
• Subtotal Required Area:	180 sf
• Subtotal Additional Area:	0 sf
• Total Area:	180 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	2-4

Function / Tasks

- Provide a professional work space
- General office work & conferencing

Relationships

• Location:	First Floor
• Adjacency:	Program Administrators
• Proximity:	Staff & Shared Conference Room
• Separation:	Spaces for group activities Equipment & mechanical rooms Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	Full sound construction

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	Sound isolation

Windows

• Natural Light:	Required
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x ³ / ₄ oak plate w/ 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x96" & (1) 24"x48"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface:	(1) 24"x48"
• Shelf Unit, 2-shelves high:	(1) 14"x36"
• Binder Bin w/ lockable door:	(2) 15"x48"
• Book Shelf Unit, 6-shelves high:	(2) 14"x42"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Conference Table:	(1) 42" diameter
• Upholstered Side Chairs:	(4) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)
• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
• Data:	Capacity for one computer (min.) Additional capacity for equipment listed

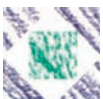
• Phone:	Minimum one
• Video:	Capacity for future video & audio

Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces
• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

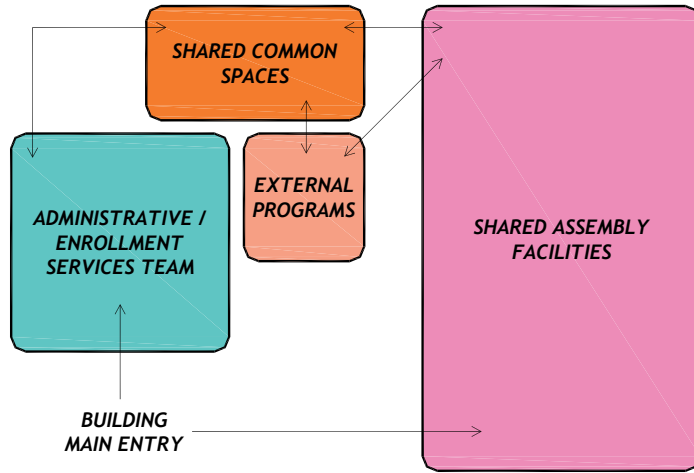
Equipment

• Desktop computer & laser printer

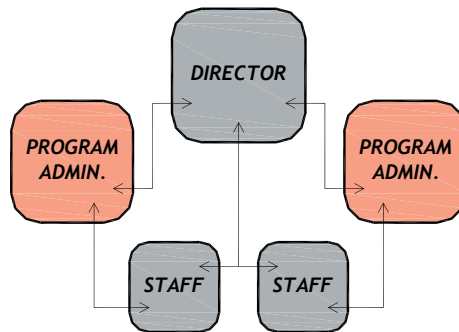




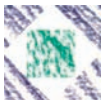
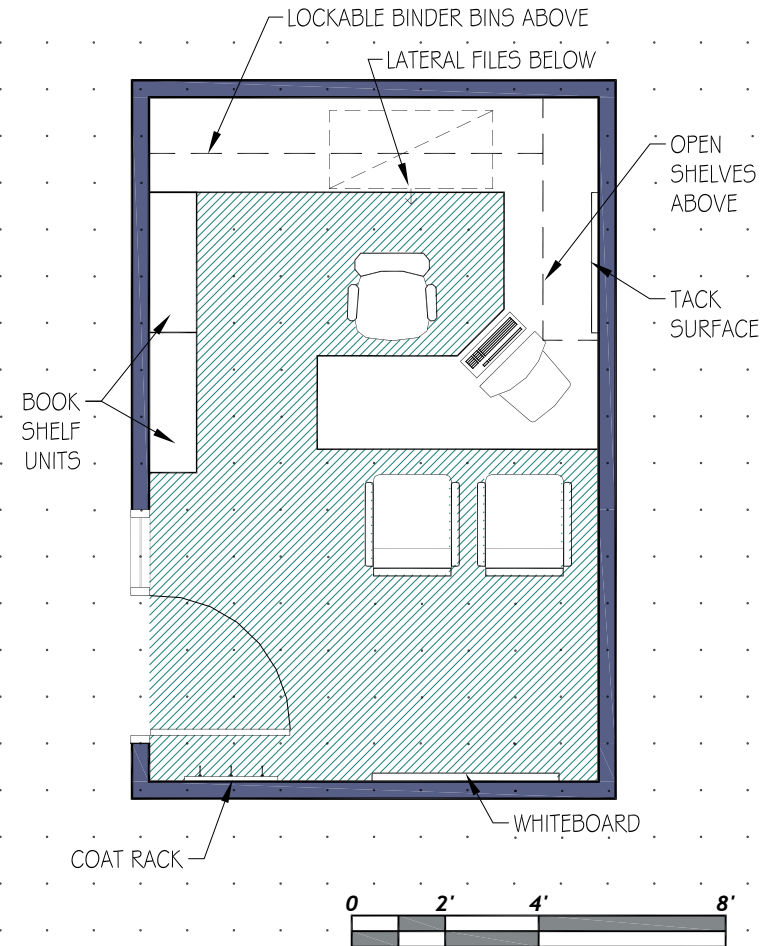
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



EXTERNAL PROGRAMS TEAM



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	2
• Number Additional (expansion):	0
• Total Number:	2

Net Area Summary

• Area (each):	150 sf
• Subtotal Required Area:	300 sf
• Subtotal Additional Area:	0 sf
• Total Area:	300 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	1-2

Function / Tasks

- Provide a professional workspace
- General office work & conferencing

Relationships

• Location:	First Floor
• Adjacency:	Director & Staff
• Proximity:	Shared Storage & Work Rooms
• Separation:	Noisy public areas Equipment & mechanical rooms

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	None

Windows

• Natural Light:	Desirable
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x ³ / ₄ oak plate w/ 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x96" & (1) 24"x48"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface:	(1) 24"x48"
• Shelf Unit, 2-shelves high:	(1) 14"x36"
• Binder Bin w/ lockable door:	(2) 15"x48"
• Book Shelf Unit, 6-shelves high:	(2) 14"x42"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Upholstered Side Chairs:	(2) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Capacity for future video & audio

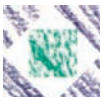
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

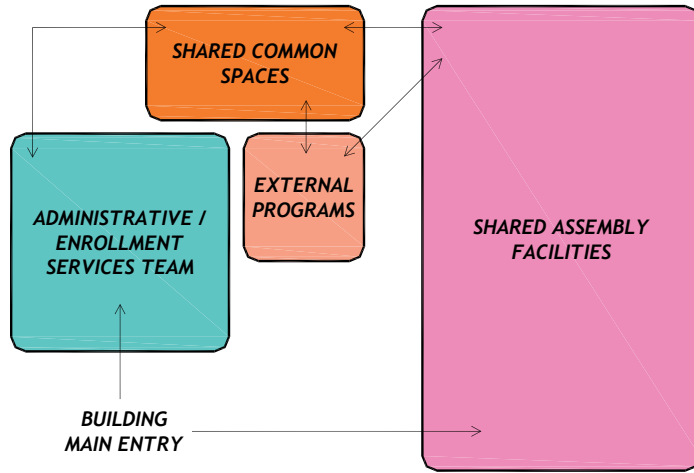
Equipment

- Desktop computer & laser printer

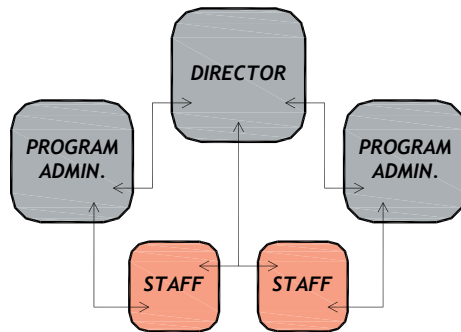




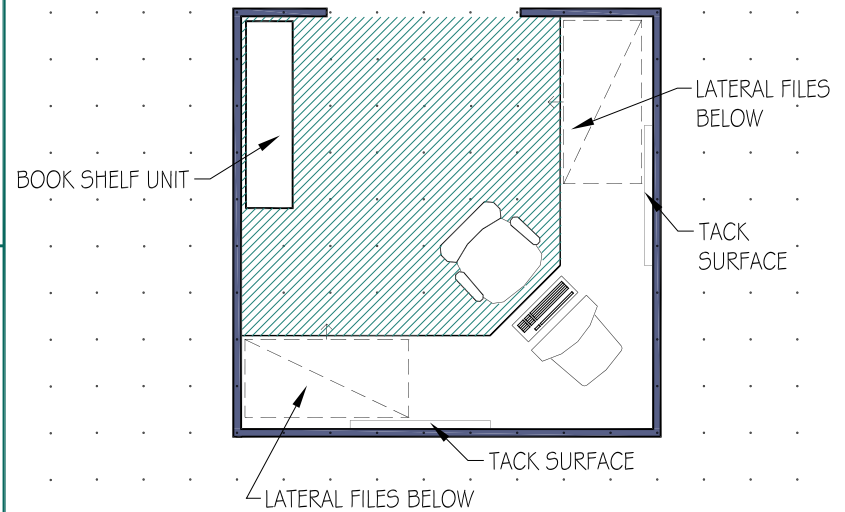
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



EXTERNAL PROGRAMS TEAM



STAFF WORKSTATION EXTERNAL PROGRAMS TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Open Workstation
• Number Required:	2
• Number Additional (expansion):	0
• Total Number:	2

Net Area Summary

• Area (each):	80 sf
• Subtotal Required Area:	160 sf
• Subtotal Additional Area:	0 sf
• Total Area:	160 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	0

Function / Tasks

- General office work

Relationships

• Location:	First Floor
• Adjacency:	Program Administrators
• Proximity:	Shared Storage & Work Room
• Separation:	None required

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Not applicable
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

• Work Surface:	(2) 24"x72"
• Work Surface, angled corner:	(1) 24"x42"
• Shelf Unit, 6-shelves high:	(1) 14"x48"
• Fabric-covered Panels:	(1 wkstn.) 42"H
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(2) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Coat Hook:	(2) each
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)
• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	120V distributed to systems furniture
• Data:	Distributed to systems furniture
• Phone:	Distributed to systems furniture
• Video:	None required

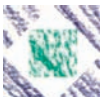
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

Equipment

- Desktop computer & laser printer





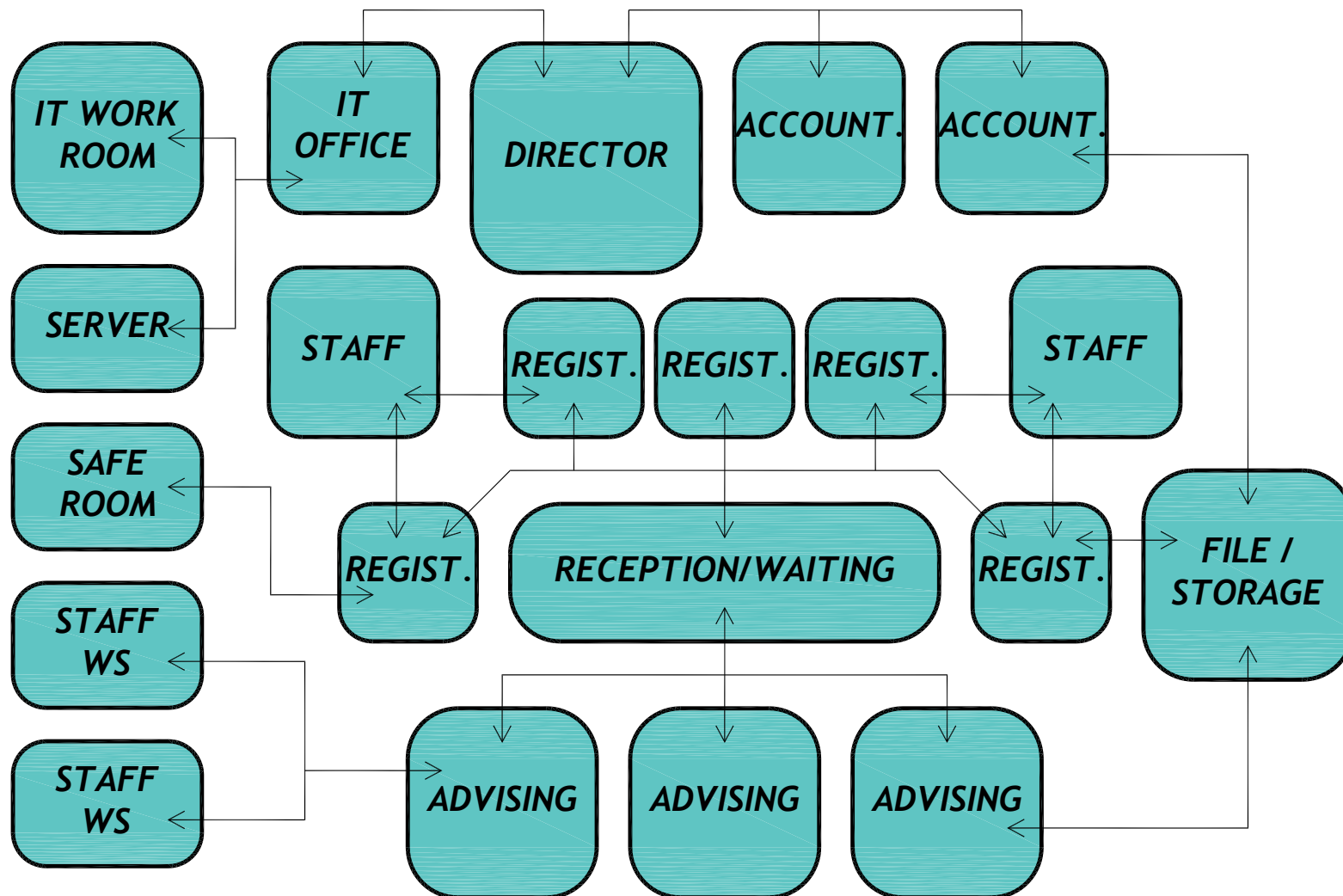
Weber State University

HURST CENTER FOR LIFELONG LEARNING

HFSArchitects

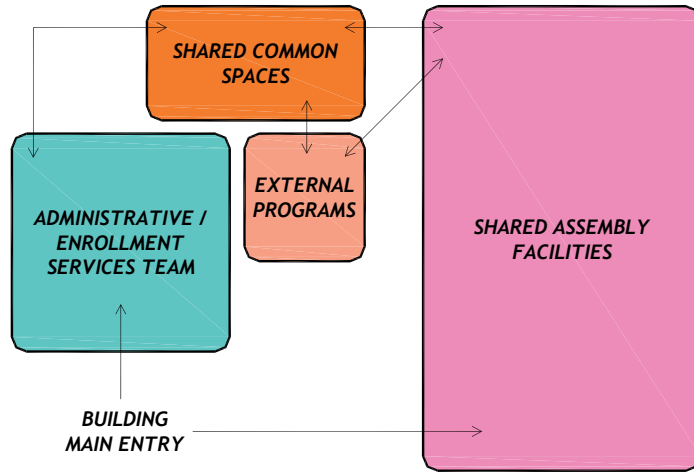


ADMINISTRATIVE / ENROLLMENT SERVICES TEAM RELATIONSHIP DIAGRAM

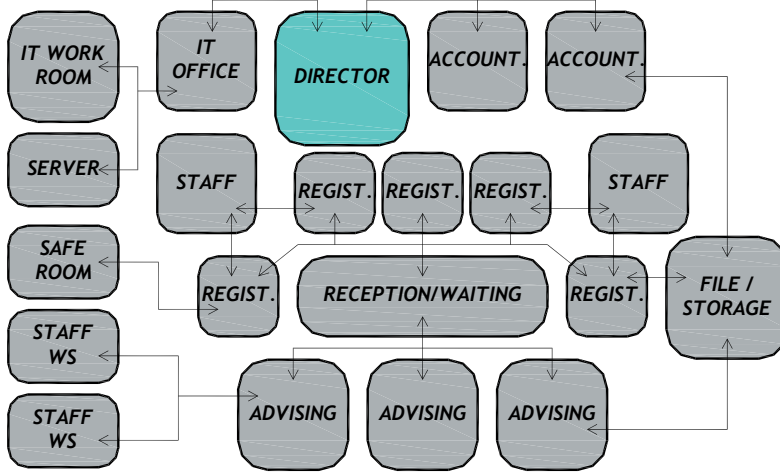




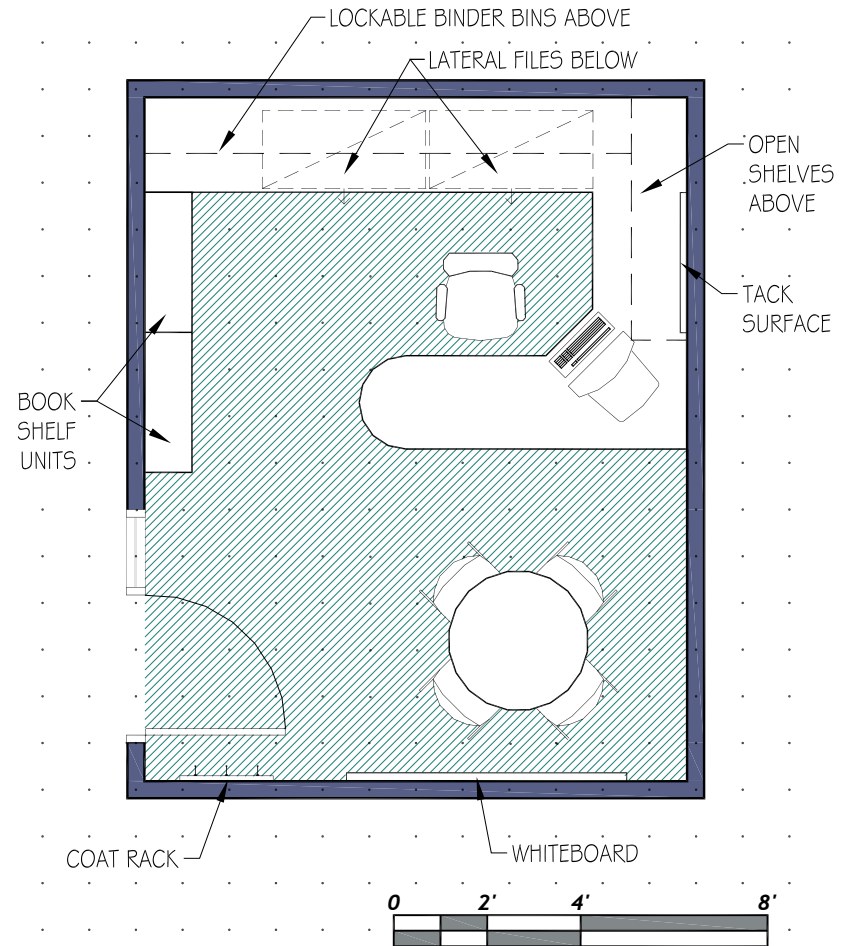
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



ADMINISTRATIVE / ENROLLMENT SERVICES TEAM



DIRECTOR OFFICE

ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	1
• Number Additional (expansion):	0
• Total Number:	1

Net Area Summary

• Area (each):	180 sf
• Subtotal Required Area:	180 sf
• Subtotal Additional Area:	0 sf
• Total Area:	180 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	2-4

Function / Tasks

- Provide a professional work space
- General office work & conferencing

Relationships

• Location:	First Floor
• Adjacency:	Accounting & IT Offices
• Proximity:	Shared Conference Room
• Separation:	Spaces for group activities Equipment & mechanical rooms Noisy public space & public gathering areas

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	Full sound construction

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	Sound isolation

Windows

• Natural Light:	Required
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x ³ / ₄ oak plate w/ 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x96" & (1) 24"x48"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface:	(1) 24"x48"
• Shelf Unit, 2-shelves high:	(1) 14"x36"
• Binder Bin w/ lockable door:	(2) 15"x48"
• Book Shelf Unit, 6-shelves high:	(2) 14"x42"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Conference Table:	(1) 42" diameter
• Upholstered Side Chairs:	(4) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Capacity for future video & audio

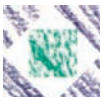
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

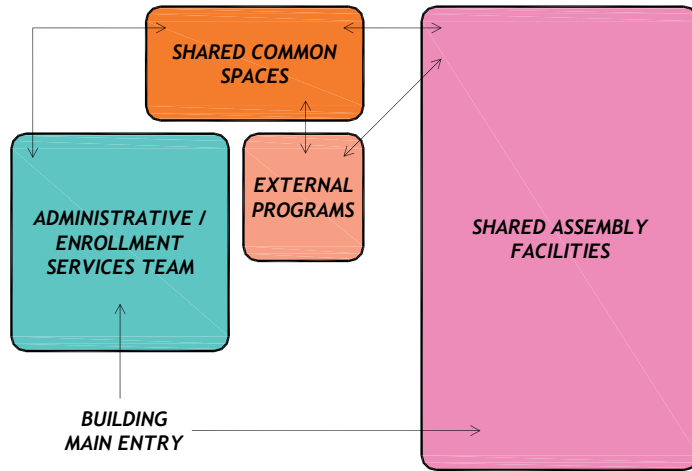
Equipment

• Desktop computer & laser printer

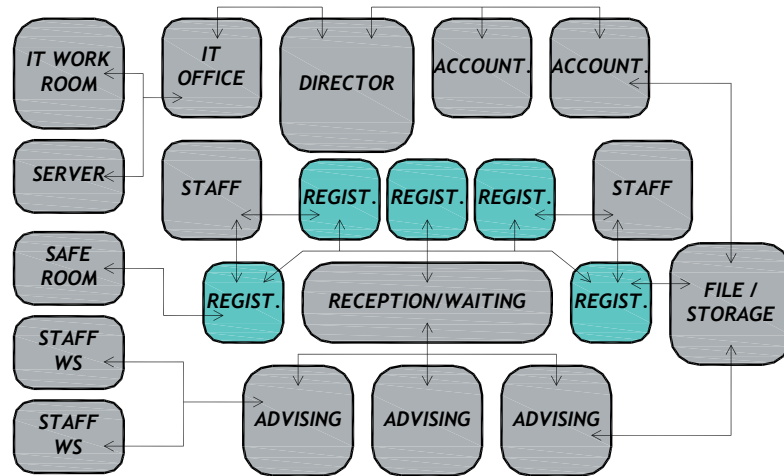




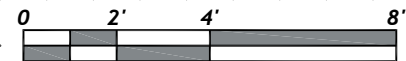
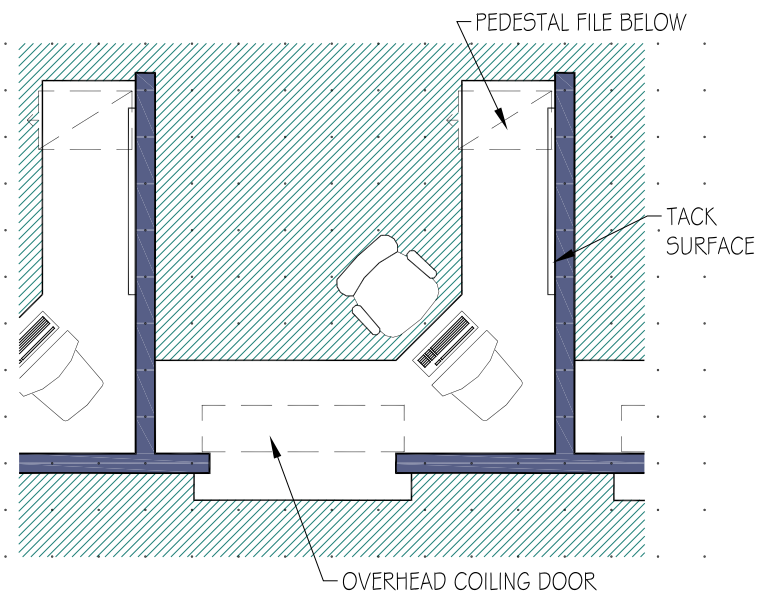
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



ADMINISTRATIVE / ENROLLMENT SERVICES TEAM



REGISTRATION WINDOW

ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Registration Window
- Number Required: 4
- Number Additional (expansion): 1
- Total Number: 5

Net Area Summary

- Area (each): 64 sf
- Subtotal Required Area: 256 sf
- Subtotal Additional Area: 64 sf
- Total Area: 320 sf

Occupant Summary

- Assigned Occupants: 1
- Visitors: 1-2

Function / Tasks

- Perform transaction tasks related to student registration

Relationships

- Location: First Floor
- Adjacency: Waiting Area
- Proximity: Advisors & Supervisor
- Separation: Security during transactions

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Not applicable
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Motorized overhead coiling door: (1) 48"x48"

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

- Work Surface: (2) 24"x72"
- Work Surface, angled corner: (1) 24"x42"
- Keyboard Shelf: (1) pull-out
- Tack Surface: (1) 24"x48"
- 2-Drawer Pedestal File: (1) 18"x18"
- Task Chair w/ arms, adjustable: (1) 27"x28"
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: 120V distributed to systems furniture
- Data: Distributed to systems furniture
- Phone: Distributed to systems furniture
- Video: Security surveillance & alarm

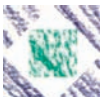
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces

- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

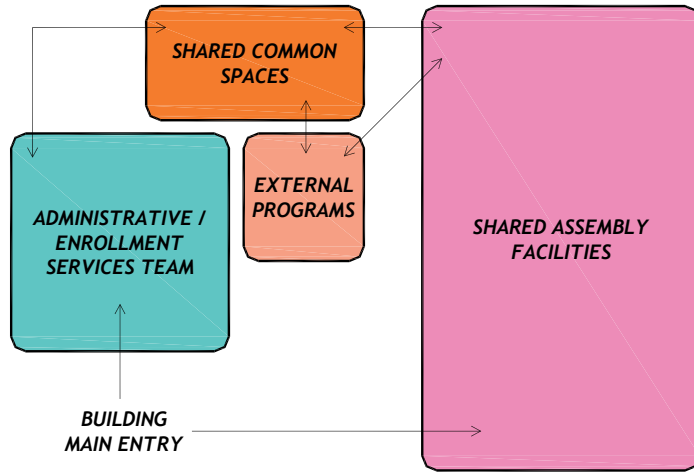
Equipment

- Desktop computer, laser printer, receipt printer, check scanner, credit card reader, pin pad & signature pad on visitor side of counter

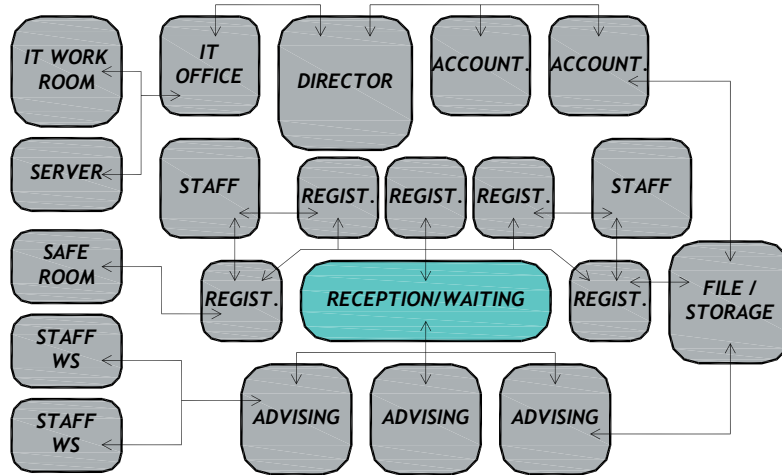




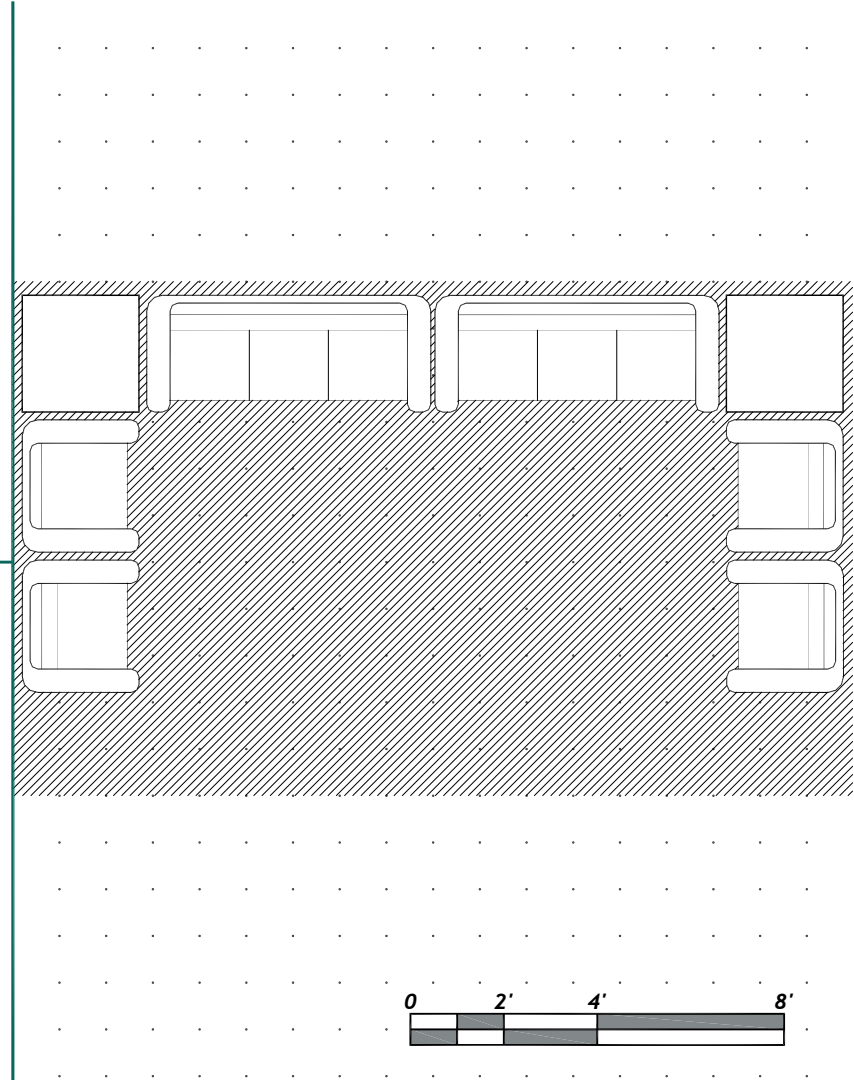
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



ADMINISTRATIVE / ENROLLMENT SERVICES TEAM



RECEPTION / WAITING AREA ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Open Reception & Waiting
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 200 sf
- Subtotal Required Area: 200 sf
- Subtotal Additional Area: 0 sf
- Total Area: 200 sf

Occupant Summary

- Assigned Occupants: 0
- Visitors: 1-12

Function / Tasks

- Provide a reception & waiting area

Relationships

- Location: First Floor
- Adjacency: Registration Windows & Advisors
- Proximity: Main Building Entry
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

- Upholstered 3-Seat Sofa: (2) 30"x84"
- Upholstered Lounge Chairs: (4) 29"x30"
- Wood Side Table: (2) 30"x30"
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12'
One per wall (min.)
Additional capacity for equipment listed

- Data: Capacity for possible laptop use)

- Phone: Capacity, one public phone desirable
- Video: Capacity for future video & audio

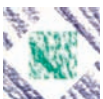
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required

- Foot Candles: 75 / 30
- VCP: 70
- Controls: None required

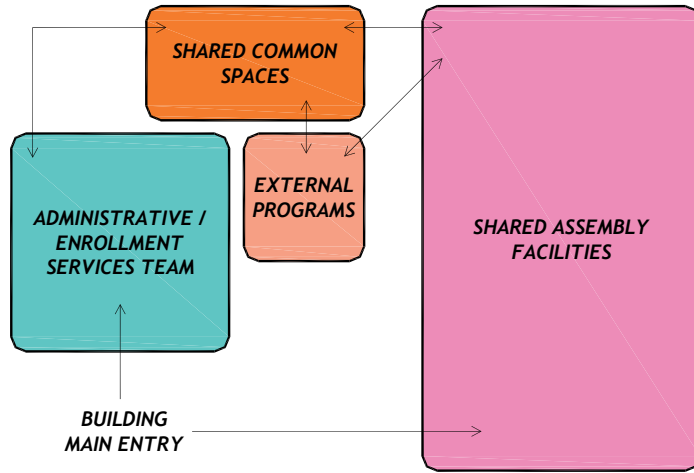
Equipment

- Table Lamps: (2) each

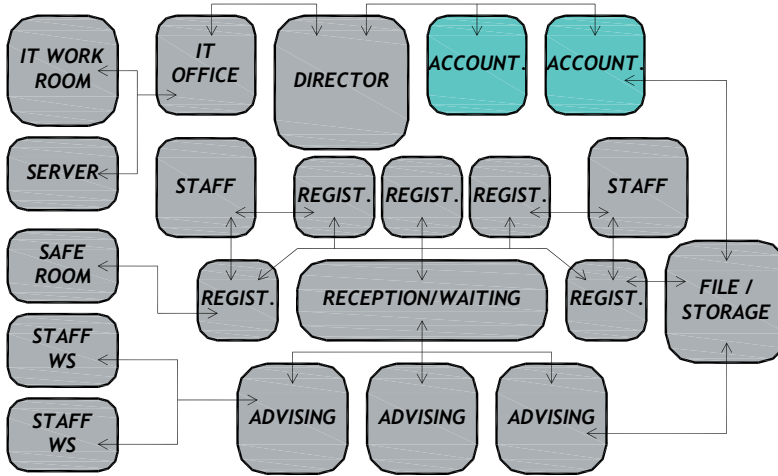




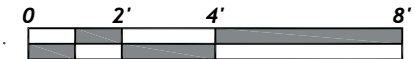
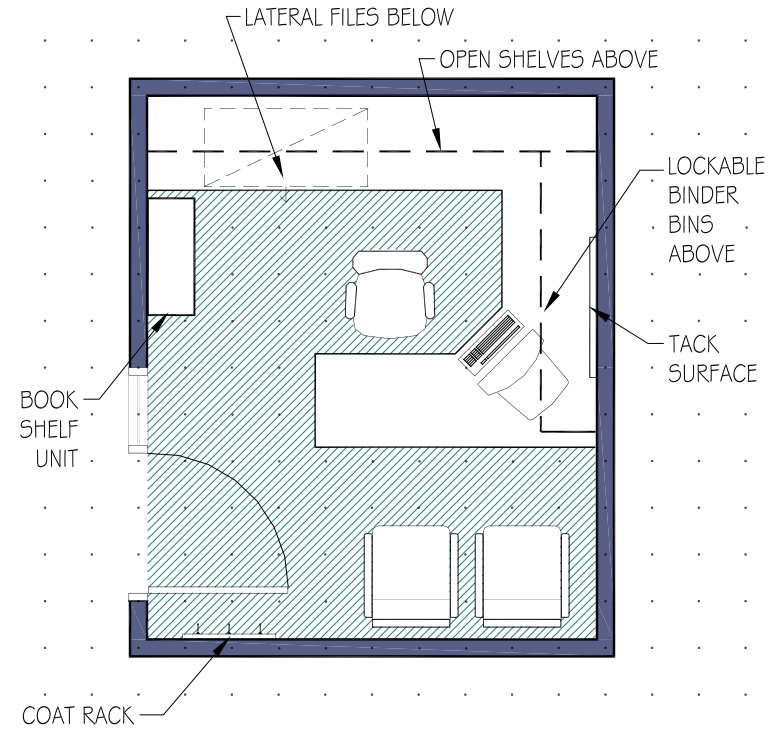
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



ADMINISTRATIVE / ENROLLMENT SERVICES TEAM



ACCOUNTING OFFICE

ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	2
• Number Additional (expansion):	0
• Total Number:	2

Net Area Summary

• Area (each):	120 sf
• Subtotal Required Area:	240 sf
• Subtotal Additional Area:	0 sf
• Total Area:	240 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	1-2

Function / Tasks

- Provide a professional workspace
- General office work & conferencing

Relationships

• Location:	First Floor
• Adjacency:	Director & IT Offices
• Proximity:	File Storage
• Separation:	Noisy public spaces

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	None

Windows

• Natural Light:	Desirable
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x ³ / ₄ oak plate w/ 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x60" & (1) 24"x78"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface w/ round end:	(2) 24"x36"
• Shelf Unit, 2-shelves high:	(2) 14"x48"
• Binder Bin w/ lockable door:	(1) 15"x36"
• Book Shelf Unit, 6-shelves high:	(1) 14"x36"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(1) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Upholstered Side Chairs:	(2) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Capacity for future video & audio

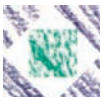
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

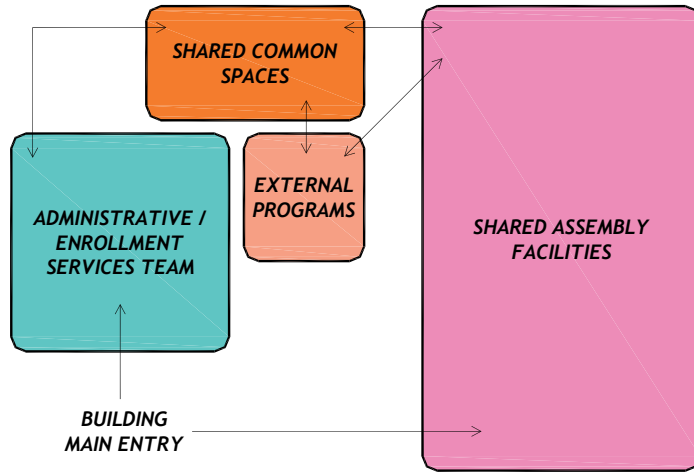
Equipment

• Desktop computer, laser printer, adding machine	
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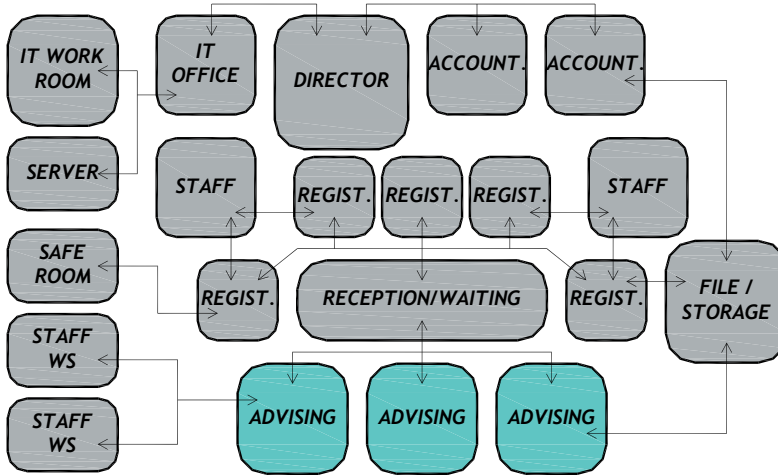




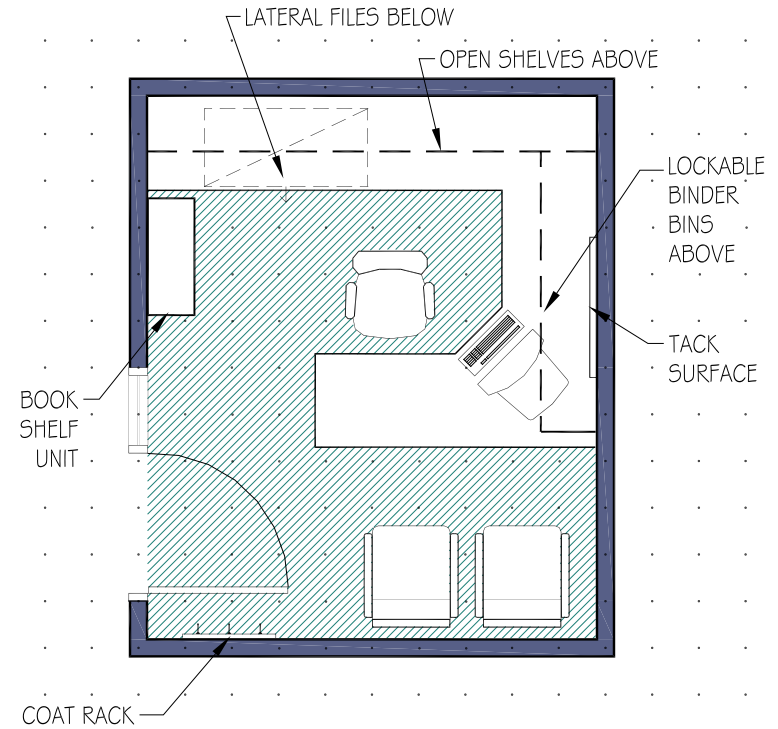
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



ADMINISTRATIVE / ENROLLMENT SERVICES TEAM



ADVISING OFFICE

ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	2
• Number Additional (expansion):	1
• Total Number:	3

Net Area Summary

• Area (each):	120 sf
• Subtotal Required Area:	240 sf
• Subtotal Additional Area:	120 sf
• Total Area:	360 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	1-2

Function / Tasks

- Provide a professional workspace
- General office work & conferencing

Relationships

• Location:	First Floor
• Adjacency:	Waiting & Registration Windows
• Proximity:	Accounting
• Separation:	Noisy public spaces Equipment & mechanical rooms

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	Full sound construction

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	Sound isolation

Windows

• Natural Light:	Desirable
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x ³ / ₄ oak plate w/ 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x60" & (1) 24"x78"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface w/ round end:	(1) 24"x36"
• Shelf Unit, 2-shelves high:	(2) 14"x48"
• Binder Bin w/ lockable door:	(2) 15"x36"
• Book Shelf Unit, 6-shelves high:	(1) 14"x36"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(1) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Upholstered Side Chairs:	(2) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)
• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Capacity for future video & audio

Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

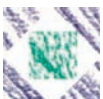
• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

Equipment

- Desktop computer & laser printer

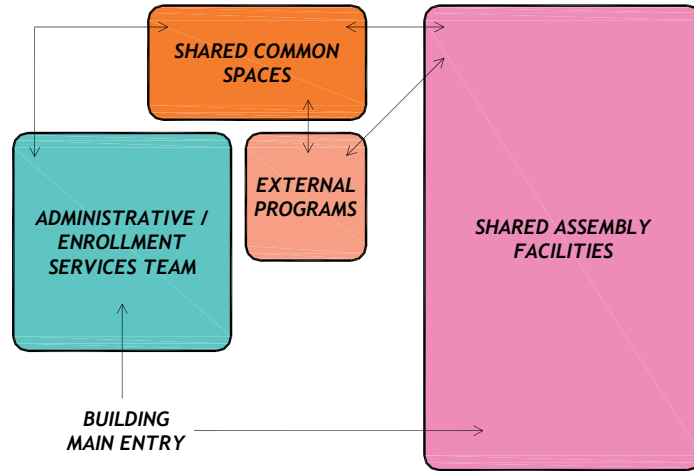
ADVISING OFFICE

ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

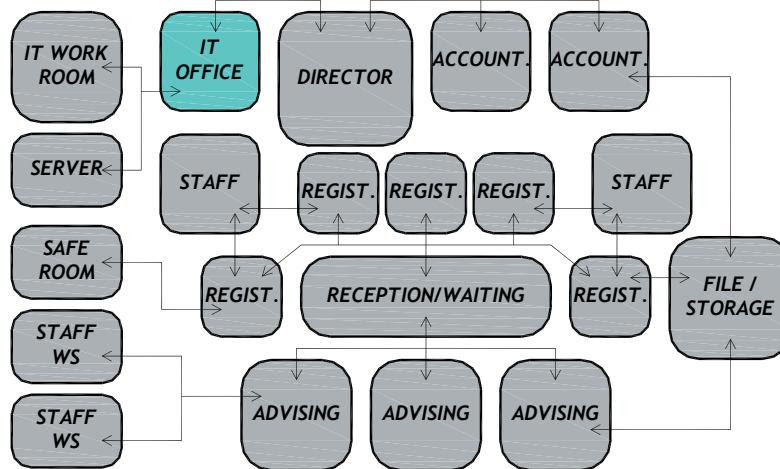




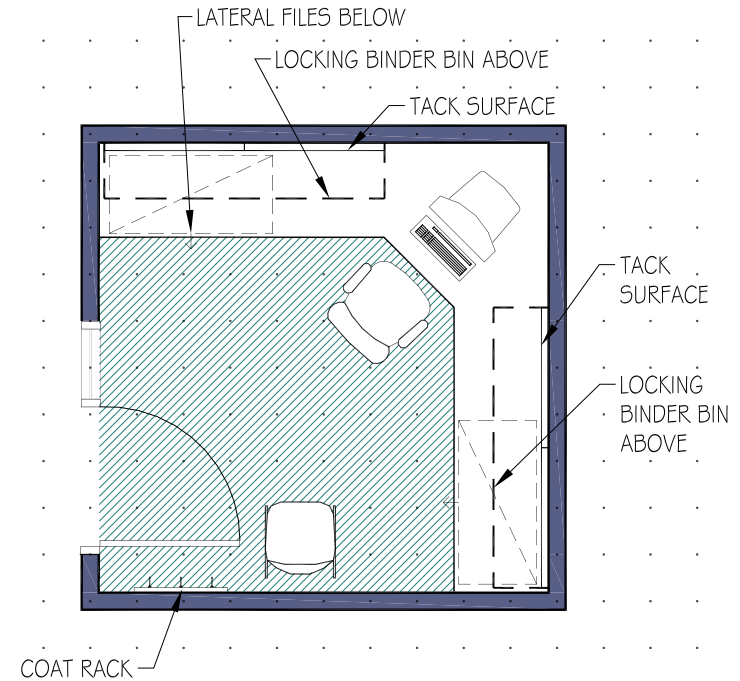
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



ADMINISTRATIVE / ENROLLMENT SERVICES TEAM



IT OFFICE

ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	1
• Number Additional (expansion):	0
• Total Number:	1

Net Area Summary

• Area (each):	100 sf
• Subtotal Required Area:	100 sf
• Subtotal Additional Area:	0 sf
• Total Area:	100 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	1

Function / Tasks

- Provide a professional workspace
- General office work

Relationships

• Location:	First Floor
• Adjacency:	IT Workroom & Server Room
• Proximity:	Director & Storage
• Separation:	None required

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	None

Windows

• Natural Light:	Desirable
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x3/4 oak plate w/ 2 dbl-prong
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Furnishings

• Work Surface:	(2) 24"x84"
• Work Surface, angled corner:	(1) 24"x36"
• Binder Bin w/ lockable door:	(4) 15"x36"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(4) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Upholstered Side Chairs:	(1) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)
• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Surveillance cameras tie back to here

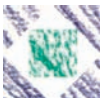
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

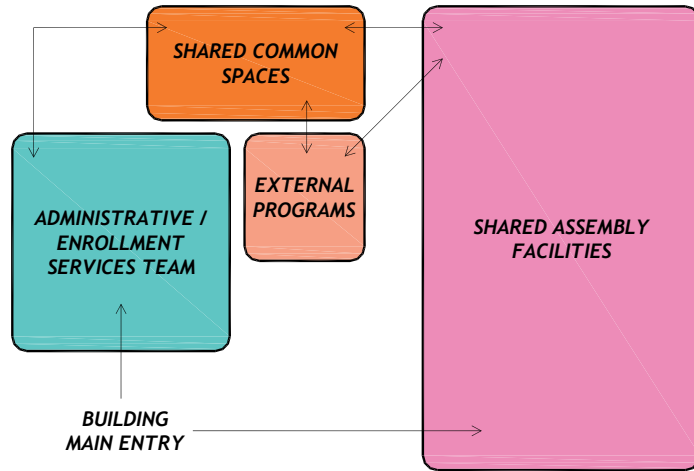
Equipment

• Desktop computer, laser printer, laptop, (3) monitors	
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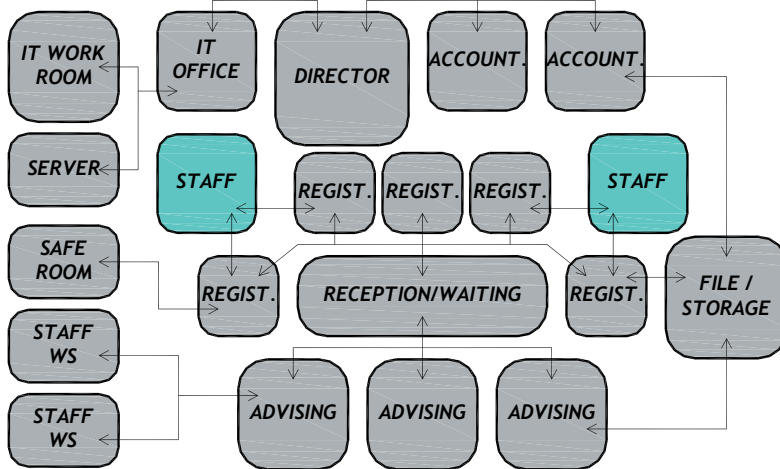




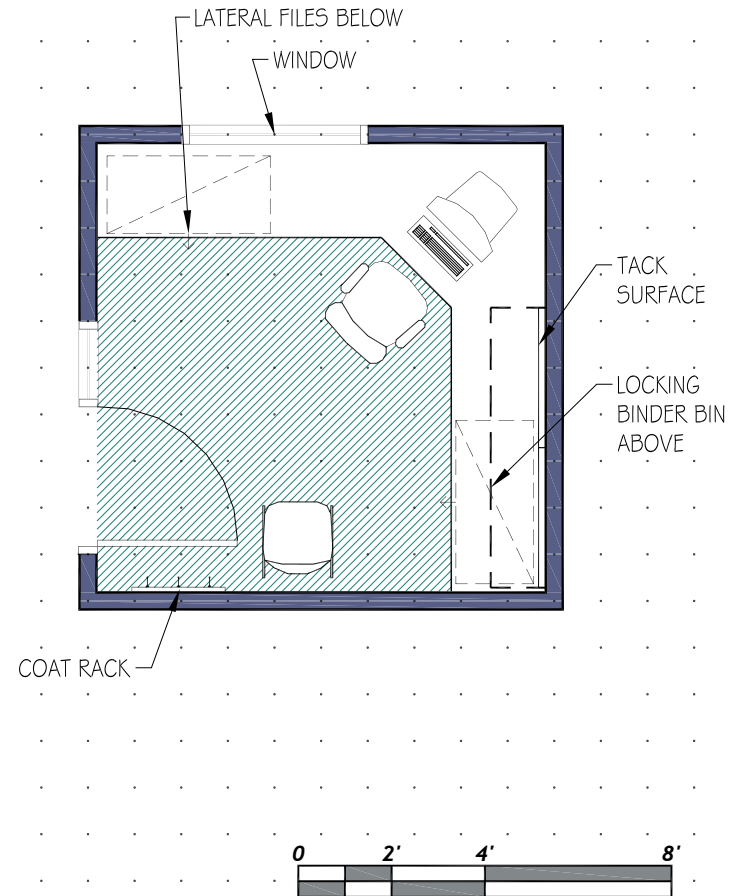
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



ADMINISTRATIVE / ENROLLMENT SERVICES TEAM



STAFF OFFICE

ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	2
• Number Additional (expansion):	0
• Total Number:	2

Net Area Summary

• Area (each):	100 sf
• Subtotal Required Area:	200 sf
• Subtotal Additional Area:	0 sf
• Total Area:	200 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	1

Function / Tasks

- General office work

Relationships

• Location:	First Floor
• Adjacency: Registration Windows, Safe Room	
• Proximity:	File / Storage Room
• Separation:	None required

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	None required

Windows

• Natural Light:	Desirable
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating
• Interior Window:	Painted hollow metal frame

Casework / Fixed Equipment

• Coat Rack:	18x6x3/4 oak plate w/ 2 dbl-prong
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Furnishings

• Work Surface:	(2) 24"x84"
• Work Surface, angled corner:	(1) 24"x36"
• Shelf Unit, 2-shelves high:	(2) 14"x36"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Upholstered Side Chairs:	(1) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
----------	--

• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
---------	--

• Phone:	Minimum one
• Video:	Capacity for future video & audio

Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

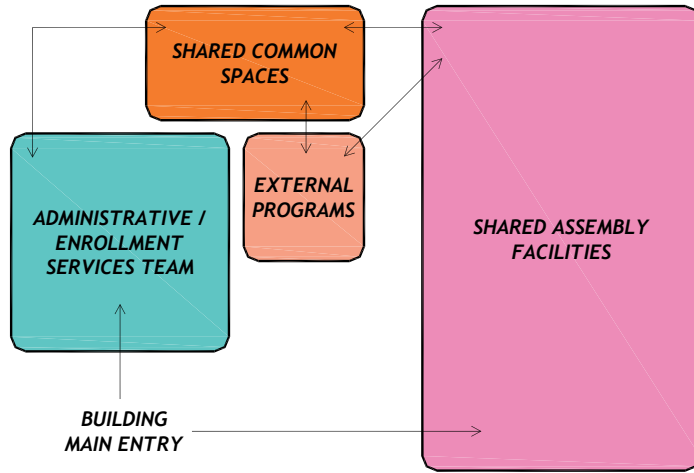
Equipment

• Desktop computer & laser printer	
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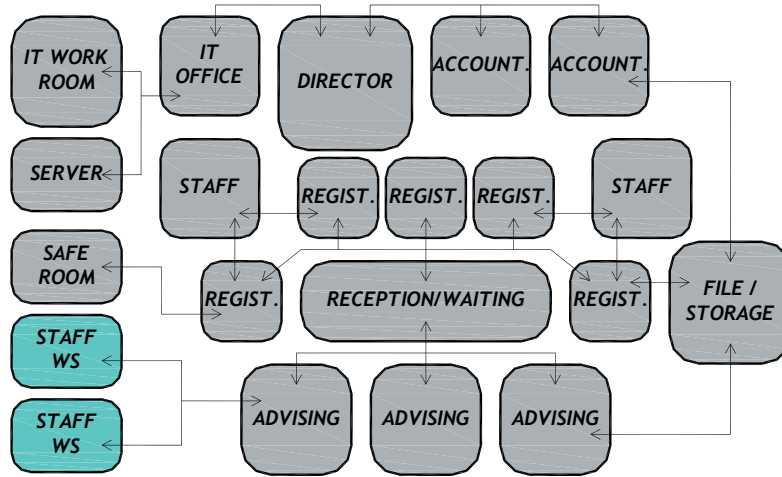




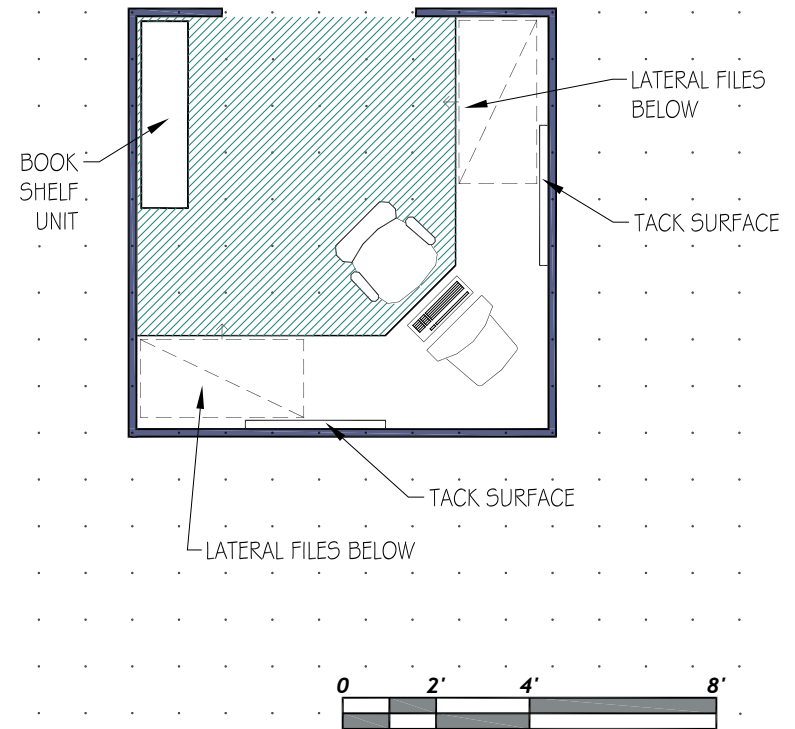
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



ADMINISTRATIVE / ENROLLMENT SERVICES TEAM



STAFF WORKSTATION

ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Open Workstation
- Number Required: 1
- Number Additional (expansion): 1
- Total Number: 2

Net Area Summary

- Area (each): 80 sf
- Subtotal Required Area: 80 sf
- Subtotal Additional Area: 80 sf
- Total Area: 160 sf

Occupant Summary

- Assigned Occupants: 1
- Visitors: 0

Function / Tasks

- General office work

Relationships

- Location: First Floor
- Adjacency: Advisors
- Proximity: Waiting Area
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Not applicable
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

- Work Surface: (2) 24"x72"
- Work Surface, angled corner: (1) 24"x42"
- Shelf Unit, 6-shelves high: (1) 14"x48"
- Fabric-covered Panels: (1 wkstn.) 42"H
- Keyboard Shelf: (1) pull-out
- Tack Surface: (2) 24"x36"
- 2-Drawer Lateral File: (2) 18"x42"
- Task Chair w/ arms, adjustable: (1) 27"x28"
- Coat Hook: (2) each
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: 120V distributed to systems furniture
- Data: Distributed to systems furniture
- Phone: Distributed to systems furniture
- Video: None required

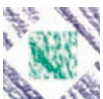
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces

- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

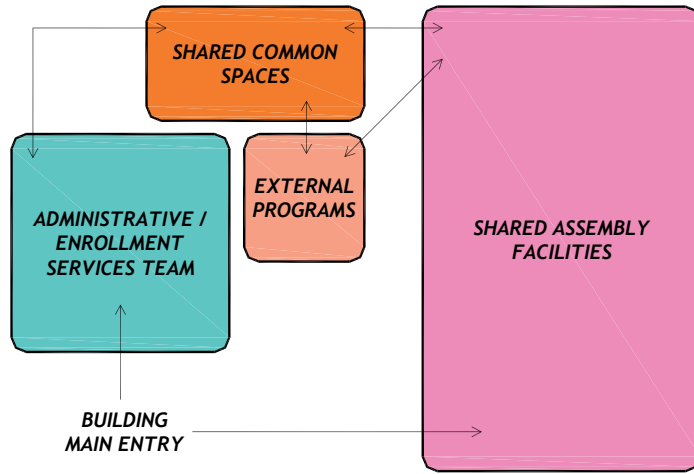
Equipment

- Desktop computer & laser printer

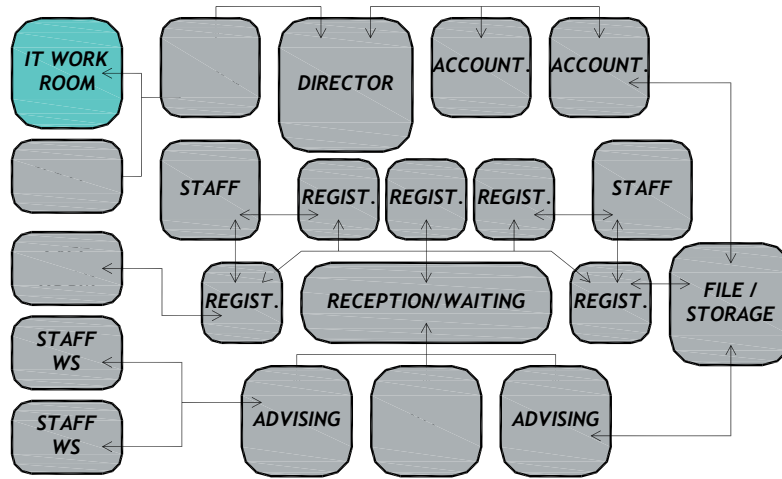




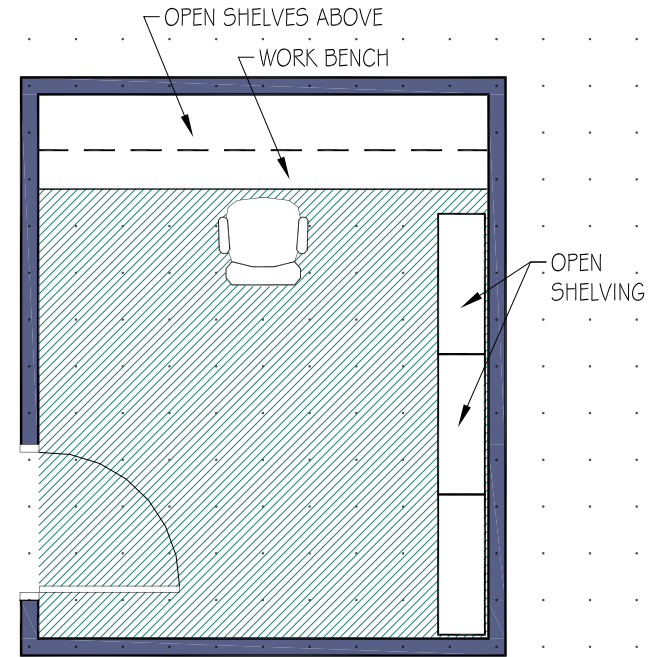
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



ADMINISTRATIVE / ENROLLMENT SERVICES TEAM



IT WORK ROOM / STORAGE

ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Work Room
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 120 sf
- Subtotal Required Area: 120 sf
- Subtotal Additional Area: 0 sf
- Total Area: 120 sf

Occupant Summary

- Assigned Occupants: 0
- Users: IT Staff

Function / Tasks

- Computer repair & computer part storage

Relationships

- Location: First Floor
- Adjacency: IT Office
- Proximity: Server Room
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: VCT
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: Electronic access locks

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- P.Lam. Work Bench: (10 lf) 30"d
- Open Wall Cabinets: (10 lf) 14"dx24"h w/ adjustable shelves

Furnishings

- Task Chair w/ arms, adjustable: (1) 27"x28"
- Metal Shelving Units: (3) 36"wx84"h
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed

- Data: Capacity for one computer (min.) Additional capacity for equipment listed

- Phone: Minimum one
- Video: Capacity for future video & audio

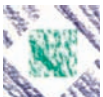
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces

- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

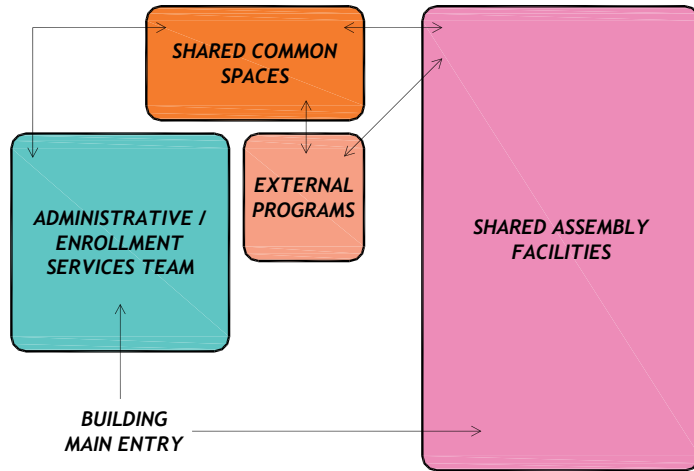
Equipment

- Desktop computer & laser printer

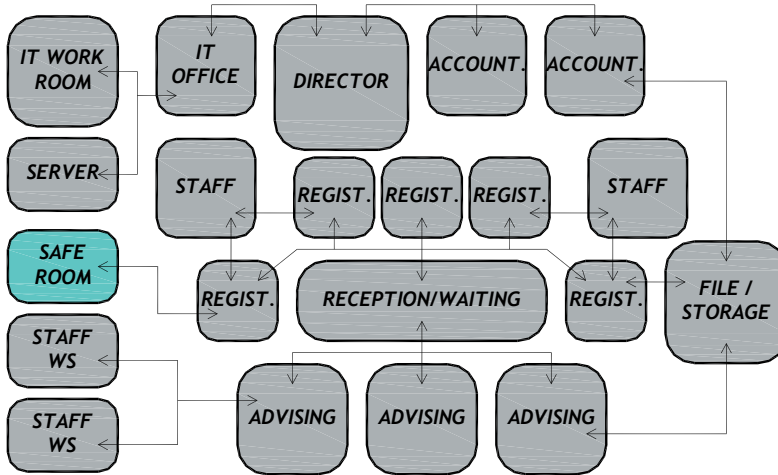




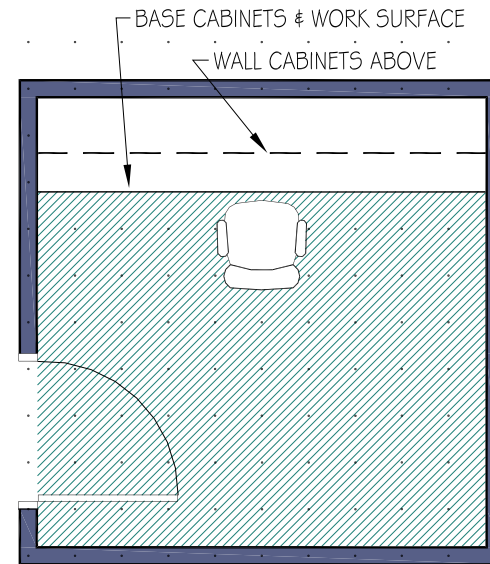
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



ADMINISTRATIVE / ENROLLMENT SERVICES TEAM



SAFE ROOM

ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Work Room
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 100 sf
- Subtotal Required Area: 100 sf
- Subtotal Additional Area: 0 sf
- Total Area: 100 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Staff

Function / Tasks

- Provide security for the safe

Relationships

- Location: First Floor
- Adjacency: Registration Windows
- Proximity: Staff Offices
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: VCT
- Walls: Painted gypsum board
- Ceiling: Painted gypsum board
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: Electronic access locks

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- P.Lam. Work Surface: (10 lf) 24"d
- Wall Cabinets: (10 lf) 14"dx24"h w/ locking doors & adjustable shelves

Furnishings

- Task Chair w/ arms, adjustable: (1) 27"x28"
- Safe: (1)
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)
- Summer Design Temp.: 70°F
- Winter Design Temp.: 68°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed

- Data: Capacity for one computer (min.) Additional capacity for equipment listed

- Phone: Minimum one
- Video: Video surveillance system

Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required

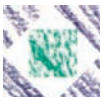
- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

Equipment

- Coin Counter

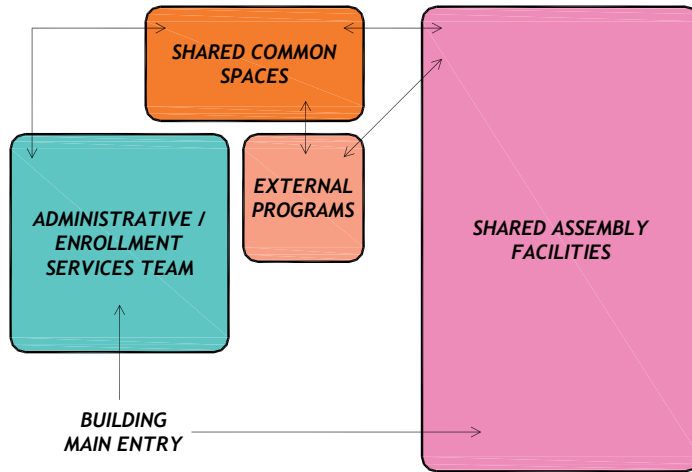
SAFE ROOM

ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

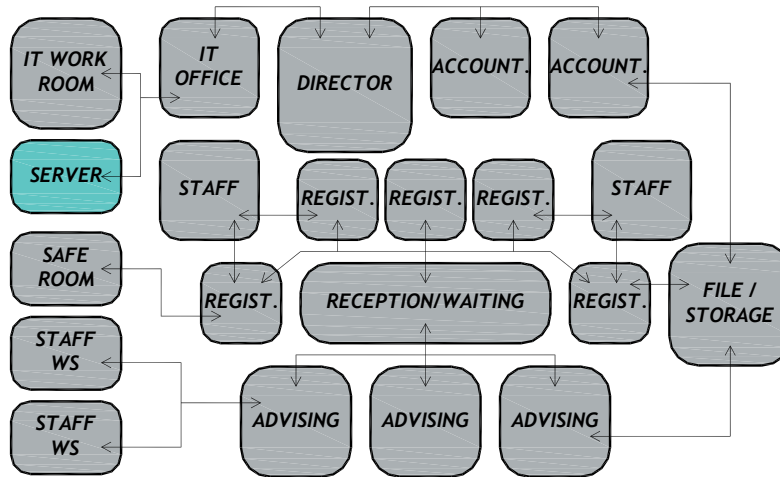




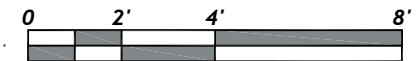
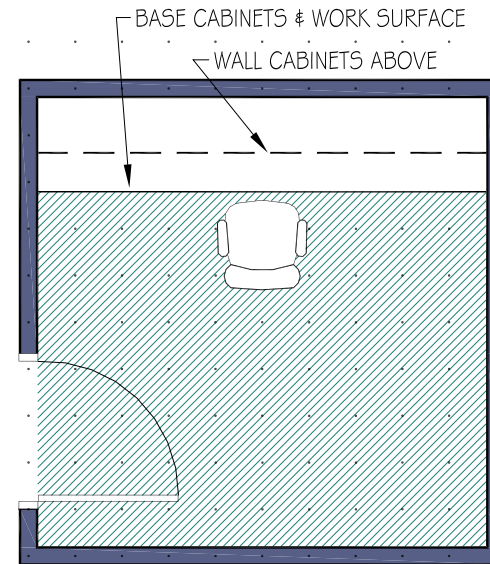
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



ADMINISTRATIVE / ENROLLMENT SERVICES TEAM



SERVER ROOM

ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Work Room
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 100 sf
- Subtotal Required Area: 100 sf
- Subtotal Additional Area: 0 sf
- Total Area: 100 sf

Occupant Summary

- Assigned Occupants: 0
- Users: IT Staff

Function / Tasks

- House network server

Relationships

- Location: First Floor
- Adjacency: IT Office
- Proximity: IT Work Room
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: VCT
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: Electronic access locks

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- P.Lam. Work Surface: (10 lf) 24"d
- Wall Cabinets: (10 lf) 14"d x 24"h w/ locking doors & adjustable shelves

Furnishings

- Task Chair w/ arms, adjustable: (1) 27"x28"
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)
- Air Conditioning: 100% - 24/7
- Summer Design Temp.: 70°F
- Winter Design Temp.: 68°F
- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: Dedicated cooling unit
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12' Two per wall (min.)
Dedicated duplex receptacle per data rack
Connect to emergency power system

- Data: Data head end equipment
Additional capacity for equipment listed

- Phone: Minimum one
- Video: Video feed for security cameras

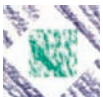
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required

- Foot Candles: 50
- VCP: 70
- Controls: Auto sensor

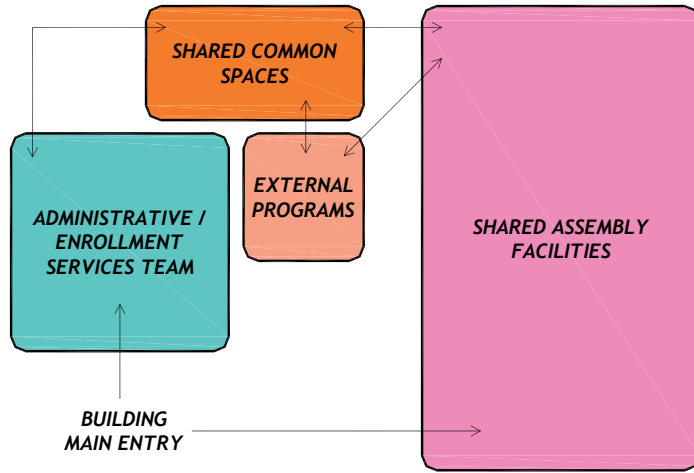
Equipment

- See Electrical Systems section of this Program.

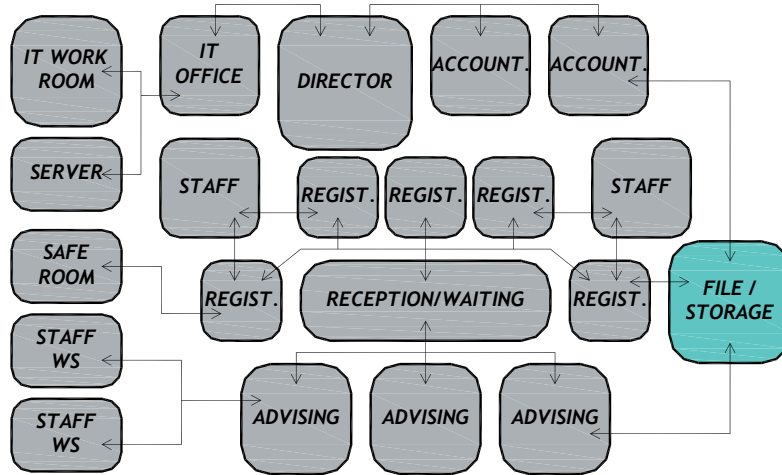




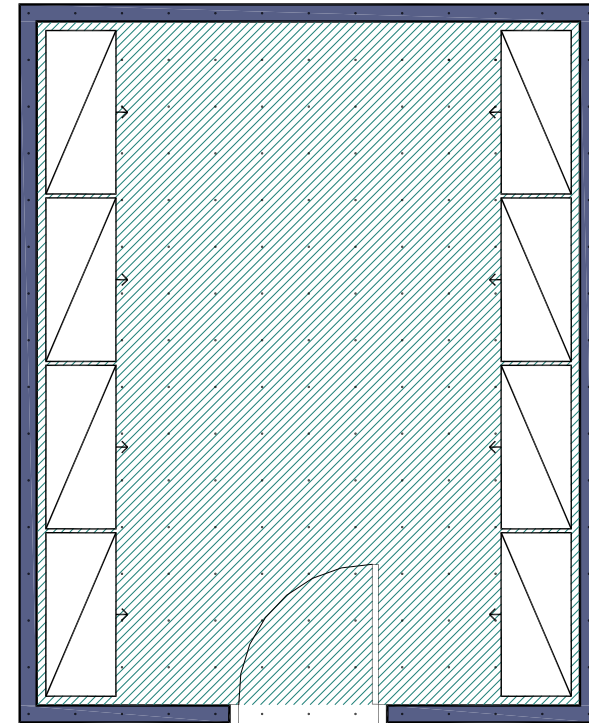
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



ADMINISTRATIVE / ENROLLMENT SERVICES TEAM



FILE / STORAGE ROOM

ADMINISTRATIVE / ENROLLMENT SERVICES TEAM

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Storage Room
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 180 sf
- Subtotal Required Area: 180 sf
- Subtotal Additional Area: 0 sf
- Total Area: 180 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Staff

Function / Tasks

- Store files & office supplies

Relationships

- Location: First Floor
- Adjacency: Accounting Offices
- Proximity: Registration Windows
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: VCT
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: Electronic access locks

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- None required

Furnishings

- Lateral Files: (8) 42"w

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)

- Summer Design Temp.: 70°F
- Winter Design Temp.: 68°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12'
One per wall (min.)

- Data: Rough-in for future capacity

- Phone: Rough-in for future capacity
- Video: Rough-in for future capacity

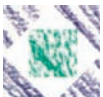
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required

- Foot Candles: 50
- VCP: 70
- Controls: Auto sensor

Equipment

- None required

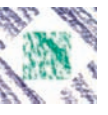


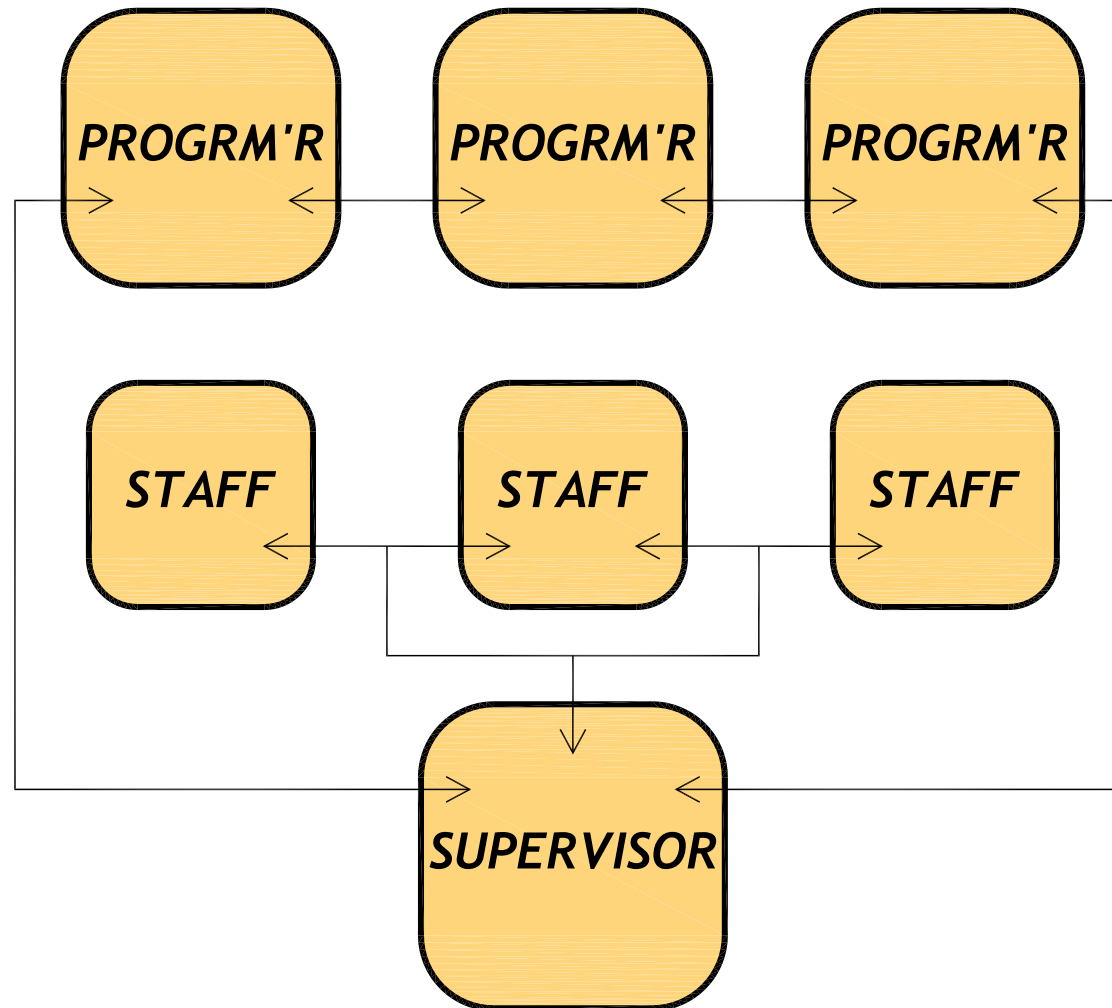


Weber State University

HURST CENTER FOR LIFELONG LEARNING

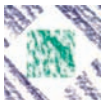
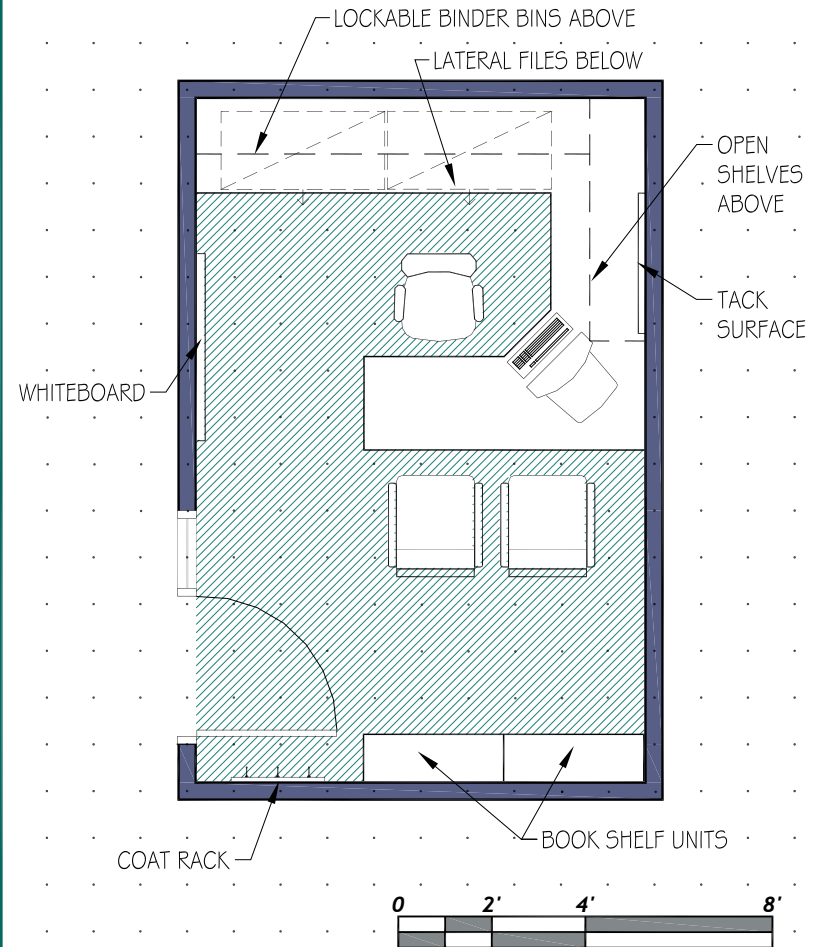
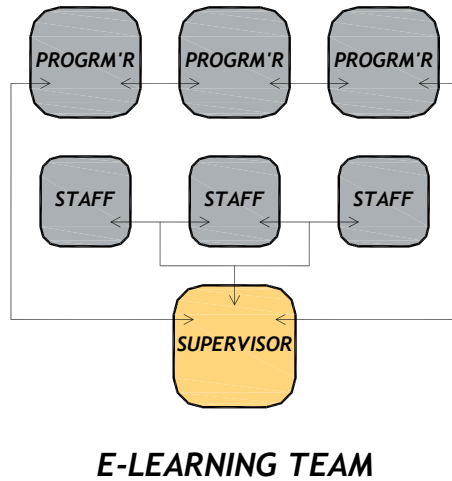
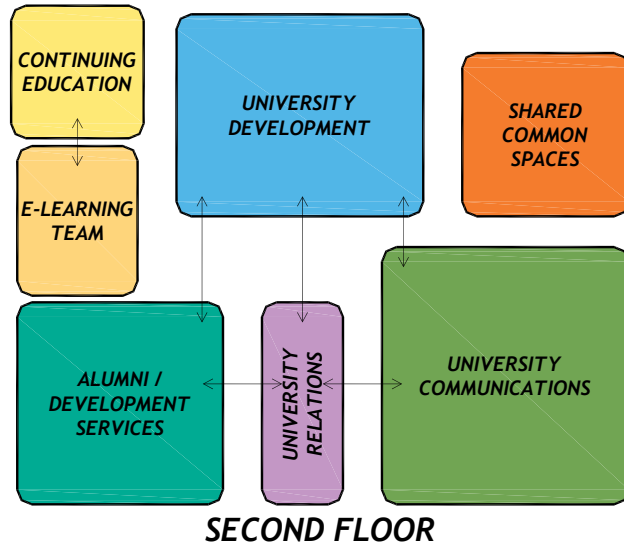
HFSArchitects







INDIVIDUAL SPACE DIAGRAMS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private Office
• Number Required:	1
• Number Additional (expansion):	0
• Total Number:	1

Net Area Summary

• Area (each):	150 sf
• Subtotal Required Area:	150 sf
• Subtotal Additional Area:	0 sf
• Total Area:	150 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	1-2

Function / Tasks

- Provide a professional workspace
- General office work & conferencing

Relationships

• Location:	Second Floor
• Adjacency:	Programmers
• Proximity:	Staff Workstations
• Separation:	Noisy public areas Equipment & mechanical rooms

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	Full sound construction

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal, glazed sidelite
• Special:	Sound isolation

Windows

• Natural Light:	Required
• Type:	Aluminum frame
• Glazing:	Insulated w/ low-e coating

Casework / Fixed Equipment

• Coat Rack:	18x6x ³ / ₄ oak plate w/ 2 dbl-prong
• Whiteboard (alum. frame & tray):	(1) 48"x48"

Furnishings

• Work Surface:	(1) 24"x96" & (1) 24"x48"
• Work Surface, angled corner:	(1) 24"x36"
• Work/Table Surface:	(1) 24"x48"
• Shelf Unit, 2-shelves high:	(2) 14"x36"
• Binder Bin w/ lockable door:	(2) 15"x48"
• Book Shelf Unit, 6-shelves high:	(2) 14"x36"
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(1) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Upholstered Side Chairs:	(2) 20"x20"
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 12' One per wall (min.) Additional capacity for equipment listed
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• Data:	Capacity for one computer (min.) Additional capacity for equipment listed
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• Phone:	Minimum one
• Video:	Capacity for future video & audio

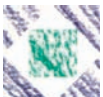
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

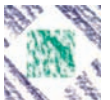
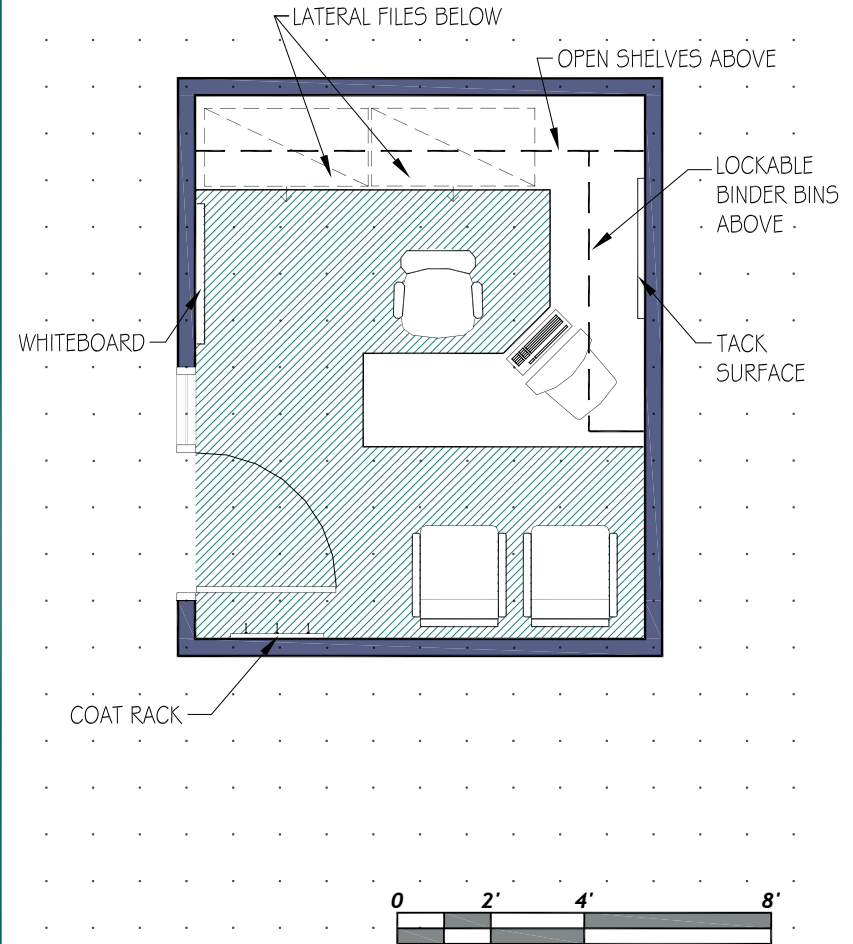
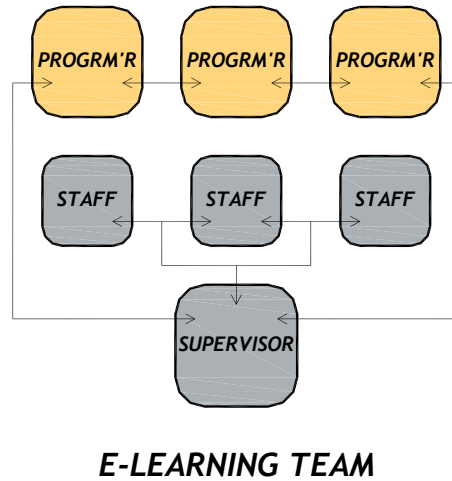
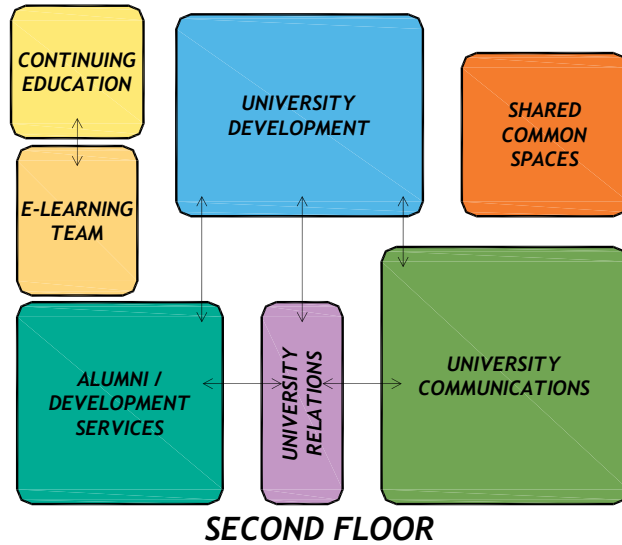
Equipment

• Desktop computer, laser printer, (2) monitors, & laptop computer	
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INDIVIDUAL SPACE DIAGRAMS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Private Office
- Number Required: 2
- Number Additional (expansion): 1
- Total Number: 3

Net Area Summary

- Area (each): 120 sf
- Subtotal Required Area: 240 sf
- Subtotal Additional Area: 120 sf
- Total Area: 360 sf

Occupant Summary

- Assigned Occupants: 1
- Visitors: 1-2

Function / Tasks

- Provide a professional workspace
- General office work & conferencing

Relationships

- Location: Second Floor
- Adjacency: Programmers
- Proximity: Staff Workstations
- Separation: Noisy public areas
Equipment & mechanical rooms

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal, glazed sidelite
- Special: None required

Windows

- Natural Light: Required
- Type: Aluminum frame
- Glazing: Insulated w/ low-e coating

Casework / Fixed Equipment

- Coat Rack: 18x6x³/₄ oak plate w/ 2 dbl-prong
- Whiteboard (alum. frame & tray): (1) 48"x48"

Furnishings

- Work Surface: (1) 24"x60" & (1) 24"x78"
- Work Surface, angled corner: (1) 24"x36"
- Work/Table Surface w/ round end: (1) 24"x36"
- Shelf Unit, 2-shelves high: (2) 14"x48"
- Binder Bin w/ lockable door: (2) 15"x36"
- Keyboard Shelf: (1) pull-out
- Tack Surface: (1) 24"x36"
- 2-Drawer Lateral File: (2) 18"x42"
- Task Chair w/ arms, adjustable: (1) 27"x28"
- Upholstered Side Chairs: (2) 20"x20"
- Waste Can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)

- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 12'
One per wall (min.)
Additional capacity for equipment listed

- Data: Capacity for one computer (min.)
Additional capacity for equipment listed

- Phone: Minimum one
- Video: Capacity for future video & audio

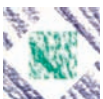
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at all work surfaces

- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

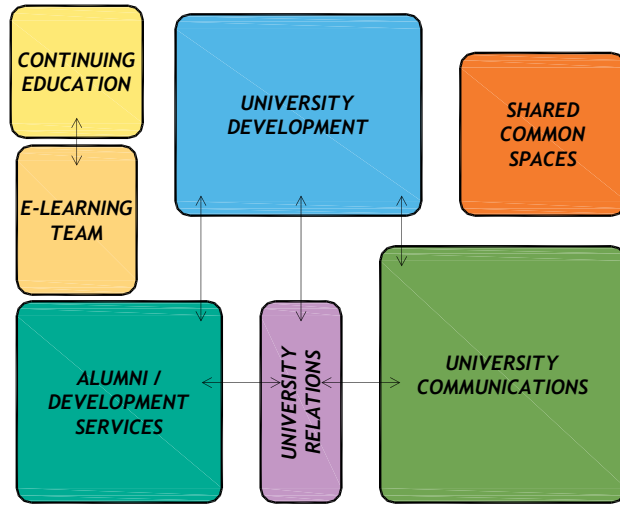
Equipment

- Desktop computer, laser printer, (2) monitors, & laptop computer

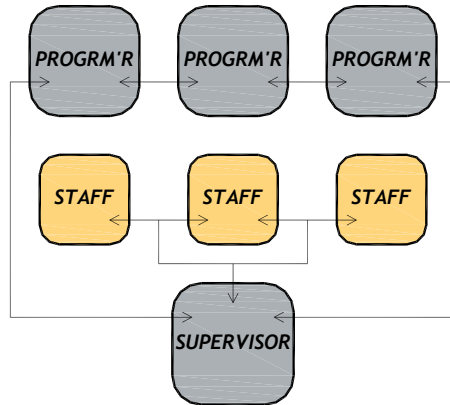




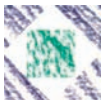
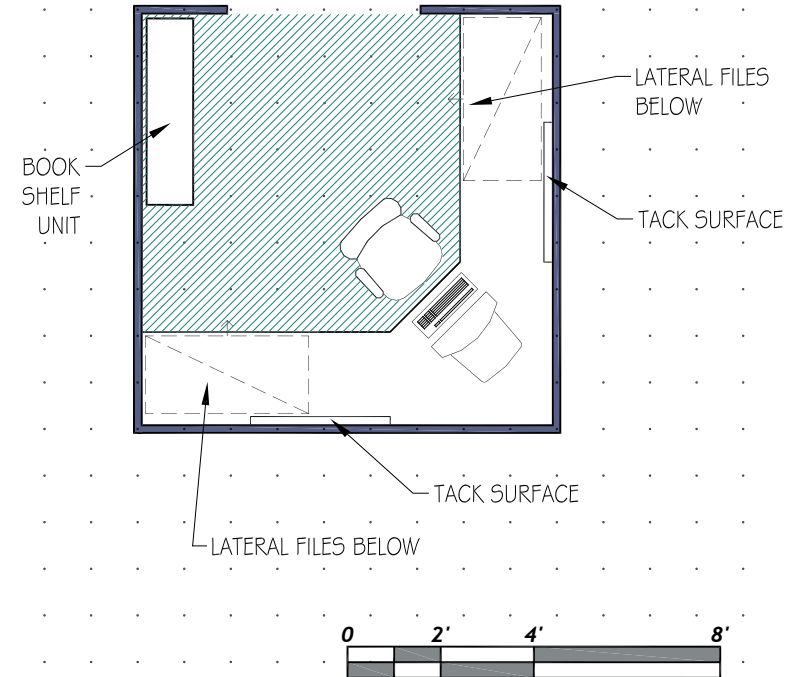
INDIVIDUAL SPACE DIAGRAMS



SECOND FLOOR



E-LEARNING TEAM



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Open Workstation
• Number Required:	3
• Number Additional (expansion):	0
• Total Number:	3

Net Area Summary

• Area (each):	80 sf
• Subtotal Required Area:	240 sf
• Subtotal Additional Area:	0 sf
• Total Area:	240 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	0

Function / Tasks

- General office work

Relationships

• Location:	Second Floor
• Adjacency:	Supervisor & Programmers
• Proximity:	Shared Storage & Work Room
• Separation:	None required

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Static-free carpet
• Walls:	Not applicable
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
------------------------------	-------

Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

• Work Surface:	(2) 24"x72"
• Work Surface, angled corner:	(1) 24"x42"
• Shelf Unit, 6-shelves high:	(1) 14"x48"
• Fabric-covered Panels:	(1 wkstn.) 42"H
• Keyboard Shelf:	(1) pull-out
• Tack Surface:	(2) 24"x36"
• 2-Drawer Lateral File:	(2) 18"x42"
• Task Chair w/ arms, adjustable:	(1) 27"x28"
• Coat Hook:	(2) each
• Waste Can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	20 CFM / person (min.)
• Air Circulation:	20 CFM / person (min.)
• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	120V distributed to systems furniture
• Data:	Distributed to systems furniture
• Phone:	Distributed to systems furniture
• Video:	None required

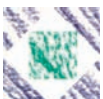
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	Required at all work surfaces

• Foot Candles:	75 / 30
• VCP:	70
• Controls:	Auto sensor

Equipment

- Desktop computer, laser printer & scanner

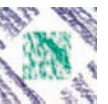




Weber State University

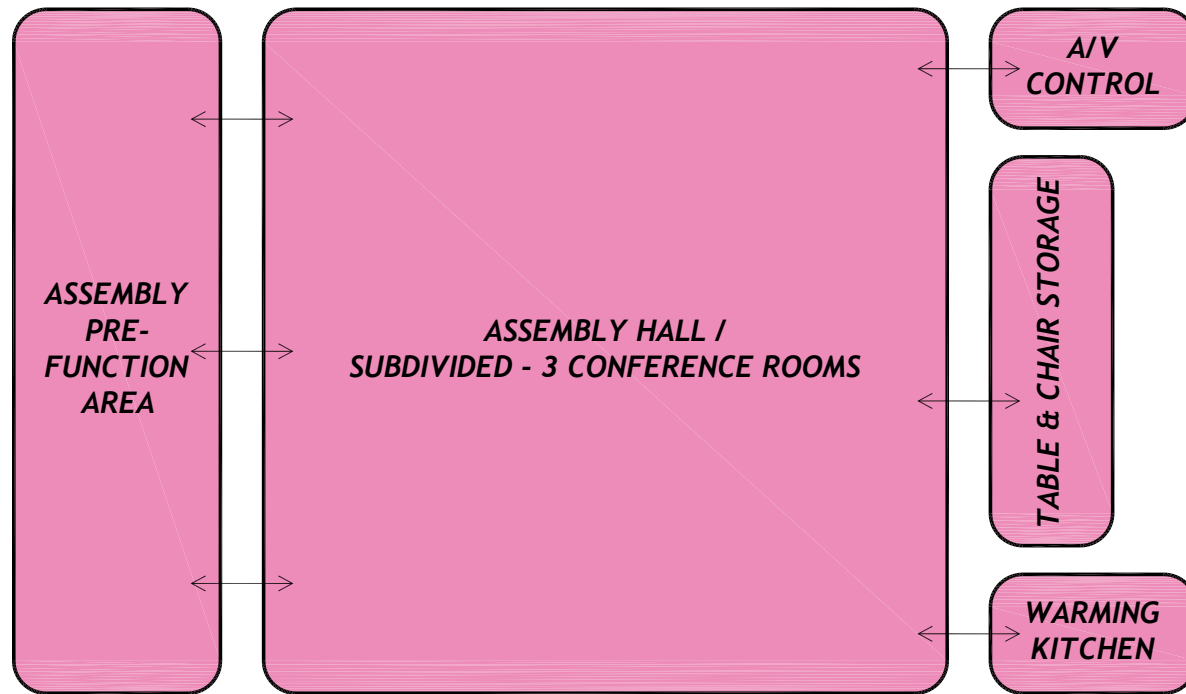
HURST CENTER FOR LIFELONG LEARNING

HFSArchitects



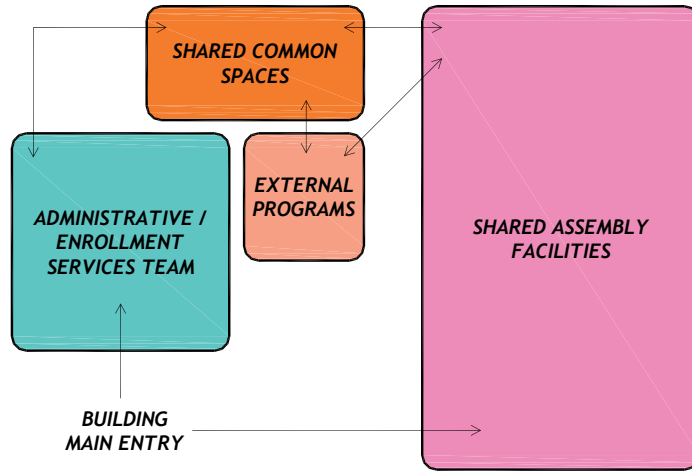
INDIVIDUAL SPACES

ASSEMBLY FACILITIES RELATIONSHIP DIAGRAM

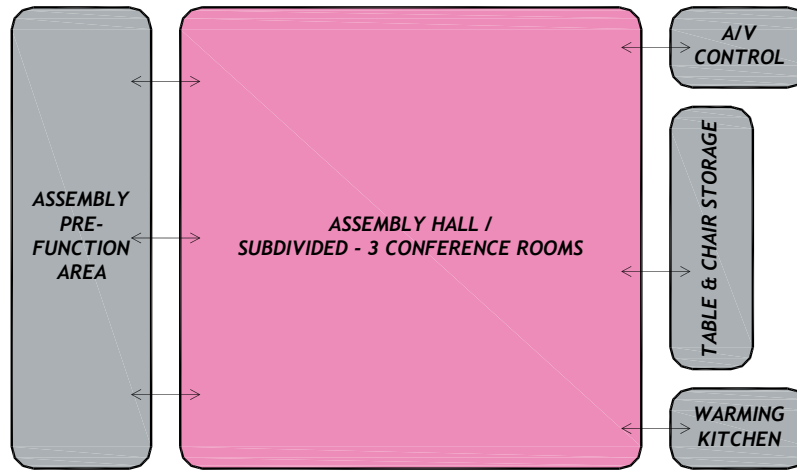




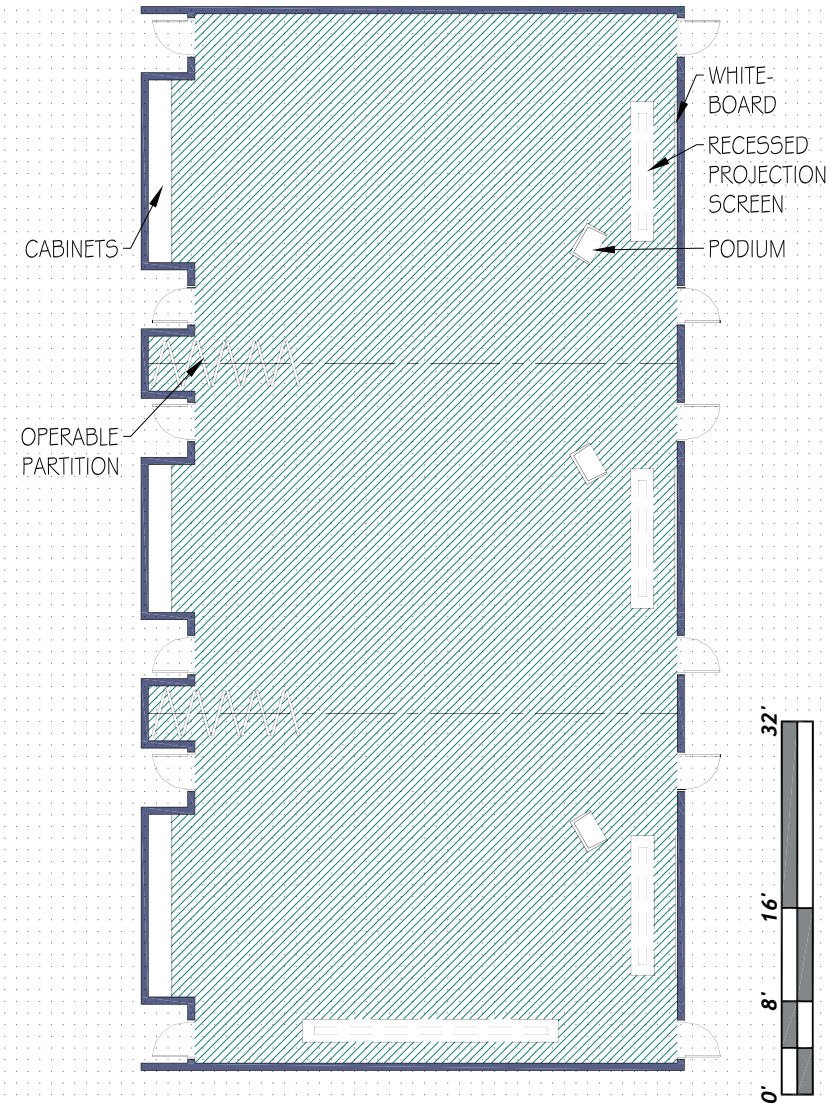
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



SHARED ASSEMBLY FACILITIES



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Assembly/Lecture Hall
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 4,000 SF
- Subtotal Required Area: 4,000 SF
- Subtotal Additional Area: 0
- Total Area: 4,000 SF

Occupant Summary

- Seating Capacity: 200 Occupants
- Area Per Occupant: 20 SF

Function / Tasks

- Provide a sub-dividable, multipurpose space, w/ flexibility for accommodating varied functions (i.e., lectures, workshops, banquets, weddings, & public gatherings)

Relationships

- Location: First Floor
- Adjacency: Lecture Hall Pre-Function Area, Warming Kitchen & Storage
- Proximity: Main Building Entry, Alumni House & Alumni Garden
- Separation: Equipment & mechanical rooms

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet w/ 4" hardwood base
- Walls: Ptd. gypsum board & durable wainscot w/ chair rail & sound absorption panels
- Ceiling: See 'Space Notes' below
- Sound: Full sound construction

Ceiling Height

- Above Finish Floor (min.): Varies, sloped

Interior Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: Sound isolation

Exterior Doors

- Alum. storefront w/ insul'd., low-e glazing

Windows

- Natural Light: Required
- Type: Aluminum frame
- Glazing: Insulated w/ low-e coating

Casework / Fixed Equipment

- Whiteboard (alum. frame & tray): (3) 12'x4'
- Motorized, recess. projection screen: (3) 10'w
- Projector mounts/ports & cable connection: (3)
- Operable partitions (STC 55): (2) runs equal to short length of room

Furnishings

- Cable management devices

Space Notes

- Design for video transmission, provide adequate reflection for sound distribution (no more than 40%-60% area of acoustic tile w/ hard surface at center of ceiling).\

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 15 CFM/person (min.)
- Air Circulation: 15 CFM/person (min.)
- Summer Design Temp.: 74°F
- Winter Design Temp.: 74°F
- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)
- Special Systems: None required
- Plumbing: None required

Electrical

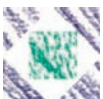
- Power: One duplex outlet every 10'-0' Two duplex outlets per wall (min.) One four-plex outlet at podium location, 3 total Additional capacity for equipment listed
- Data: Two per wall (min.) One data port at podium location, 3 total Additional capacity for equipment listed
- Phone: Rough-in for future capacity
- Video: (3) Ceiling recessed LCD projectors

Lighting

- Fixture Types: Fluorescent electronic ballast
- Accent Lighting: Incandescent
- Foot Candles: 50
- VCP: 70
- Controls: Auto sensor, override & dimming

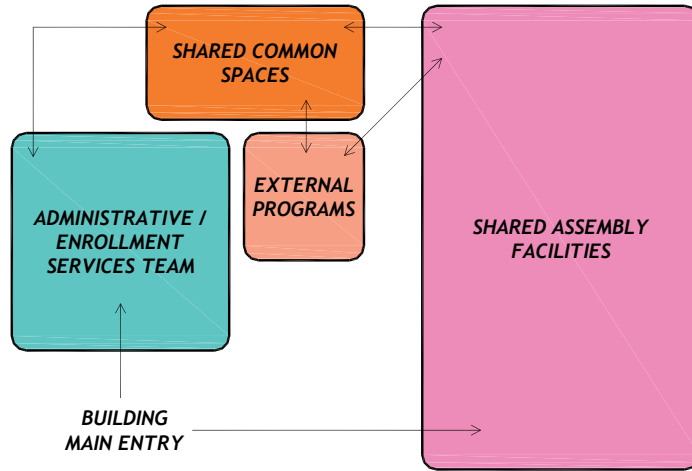
Equipment

- Laptop computers, LCD projectors, DVD players, televisions, smart boards, & overhead, opaque, slide & film projectors, audio devices

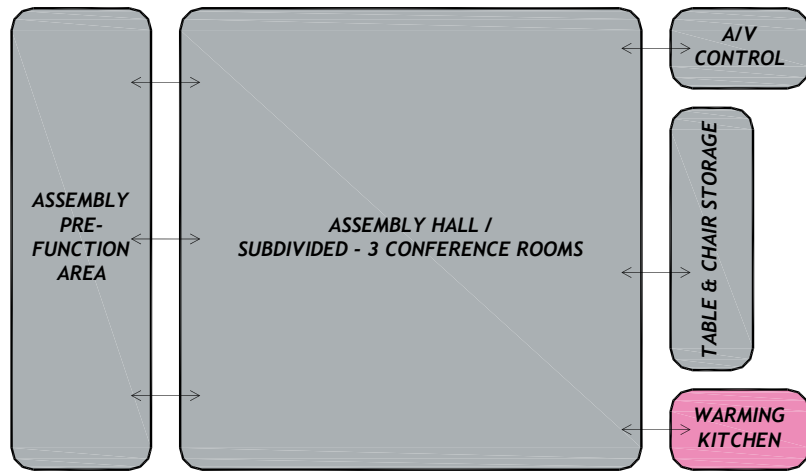




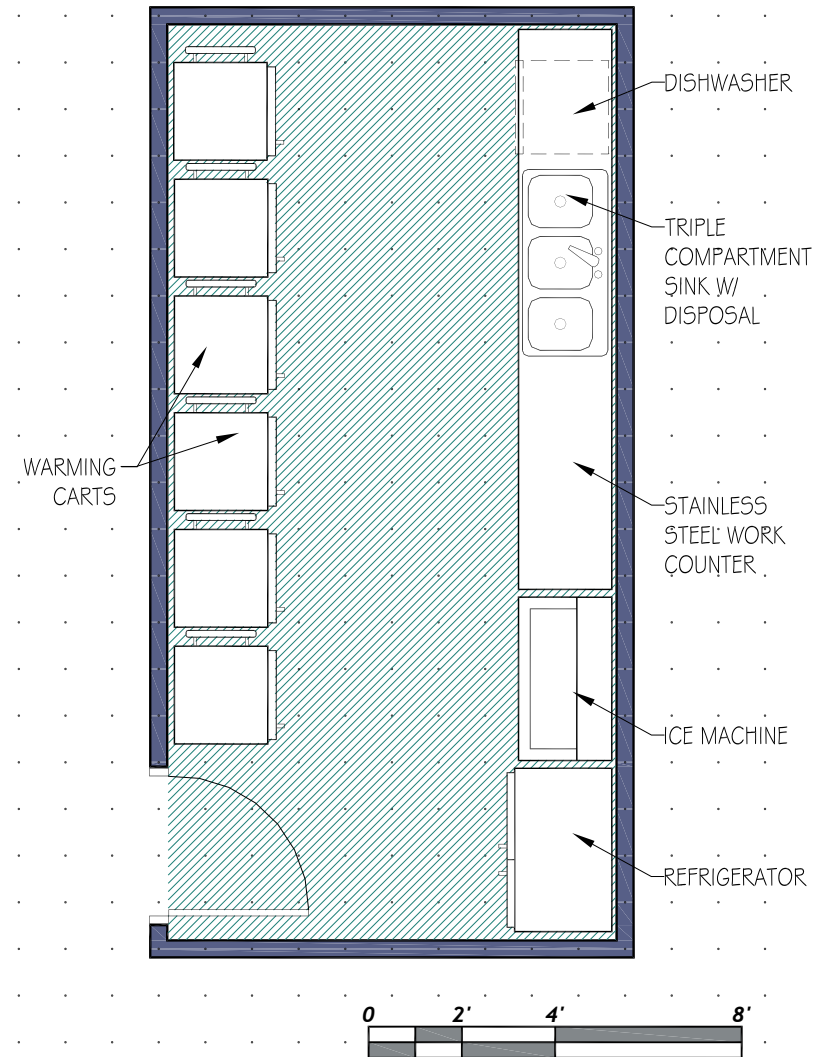
INDIVIDUAL SPACE DIAGRAMS



FIRST FLOOR



SHARED ASSEMBLY FACILITIES



WARMING KITCHEN SHARED ASSEMBLY FACILITIES

INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Kitchen
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 200 sf
- Subtotal Required Area: 200 sf
- Subtotal Additional Area: 0 sf
- Total Area: 200 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Staff

Function / Tasks

- Provide facilities for storing, warming & preparing meals for banquets & workshops

Relationships

- Location: First Floor
- Adjacency: Assembly Hall
- Proximity: Loading Dock
- Separation: Public circulation areas
Public gathering spaces

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Quarry tile
- Walls: Epoxy painted gypsum board
- Ceiling: Epoxy painted gypsum board
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: None required

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- Stainless steel counter w/ triple compartment sink: (1) 15 lf, 24"w

Furnishings

- Warming carts: (6)
- Refrigerator: (1)
- Ice maker: (1)
- Dishwasher: (1)
- Waste & recycling containers: (2) 21" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 15 CFM / SF (min.)
- Air Circulation: 20 CFM / SF (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F
- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)
- Special Systems: 5 minute air change
- Plumbing: Triple compartment sink & disposer
Water line to refrigerator & ice maker
Floor drain & floor sink at ice maker

Electrical

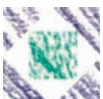
- Power: One duplex outlet every 10'-0"
Two per wall (min.)
Three four-plex outlets at counter
Additional capacity for equipment listed
- Data: Rough-in for future capacity
- Phone: Minimum one.
- Video: None required

Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at counters
- Foot Candles: 75 / 30
- VCP: 70
- Controls: Auto sensor

Equipment

- Microwave ovens, variety of small kitchen appliances, warming/serving carts & warming ovens





INDIVIDUAL SPACE OUTLINE

GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Room
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 100 sf
- Subtotal Required Area: 100 sf
- Subtotal Additional Area: 0 sf
- Total Area: 100 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Staff

Function / Tasks

- Provide space for audio/visual equipment & controls for Assembly Hall

Relationships

- Location: First Floor
- Adjacency: Assembly Hall
- Proximity: Assembly Hall Storage Room
- Separation: Main public areas & circulation

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: VCT
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: Full sound construction

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clean finish
- Frame: Painted hollow metal
- Special: Electronic access & sound isolation

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- None required

Furnishings

- Waste can: (1) 14" diameter
- Cable management devices

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 15 CFM / SF (min.)
- Air Circulation: 20 CFM / SF (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F
- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)
- Special Systems: None required
- Plumbing: None required

Electrical

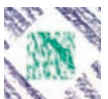
- Power: One duplex outlet every 10'-0" Two per wall (min.)
Additional capacity for equipment listed
- Data: One data port per wall (min.)
Additional capacity for equipment listed
- Phone: Minimum one
- Video: Capacity for video & audio uses, including AMX reception, EDNET transmission/reception, wireless microphones

Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Dimmable incandescent
- Foot Candles: 30
- VCP: 70
- Controls: Auto sensor w/ local override

Equipment

- Capacity for: video monitors, overhead, opaque, slide & film projectors, LCD projector, audio devices, DVD player, lighting controls, desktop computer & laser printer



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Storage
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 400 sf
- Subtotal Required Area: 400 sf
- Subtotal Additional Area: 0 sf
- Total Area: 400 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Staff

Function / Tasks

- Provide secure storage for Assembly Hall

Relationships

- Location: First Floor
- Adjacency: Lecture Hall
- Proximity: Warming Kitchen
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: VCT
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical ceiling tile
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood with clear finish
- Frame: Painted hollow metal
- Special: Electronic access locks

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- None required

Furnishings

- None required

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)
- Summer Design Temp.: 70°F
- Winter Design Temp.: 68°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 10'-0"
One per wall (min.)
- Data: Rough-in for future capacity
- Phone: Rough-in for future capacity
- Video: Rough-in for future capacity

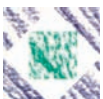
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required
- Foot Candles: 50
- VCP: 70
- Controls: Auto sensor

Equipment

- None required

TABLE / CHAIR STORAGE ROOM
SHARED ASSEMBLY FACILITIES





INDIVIDUAL SPACE OUTLINE

GENERAL REQUIREMENTS

Space Summary

- Space Type: Open / Circulation
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 1,200 sf
- Subtotal Required Area: 1,200 sf
- Subtotal Additional Area: 0 sf
- Total Area: 1,200 sf

Occupant Summary

- Assigned Occupants: 0
- Visitors: 200

Function / Tasks

- Provide pre-function, break-out & queuing space for the Assembly Hall

Relationships

- Location: First Floor
- Adjacency: Assembly Hall & Building Entry
- Proximity: Alumni House & Alumni Garden
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Epoxy terrazzo w/ 4" hardwood base
- Walls: Painted gypsum board w/ ceramic tile wainscot & hdwd. chair rail
- Ceiling: Suspended 2x2 acoustical ceiling tile
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): Varies

Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

- None required

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 15 CFM / SF (min.)
- Air Circulation: 15 CFM / SF (min.)

- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 10'-0" Two per wall (min.)

- Data: Rough-in for future capacity

- Phone: Rough-in for future capacity
- Video: Rough-in for future capacity

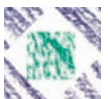
Lighting

- Fixture Types: Fluorescent electronic ballast
- Accent Lighting: Incandescent

- Foot Candles: 50 / 30
- VCP: 70
- Controls: Auto sensor

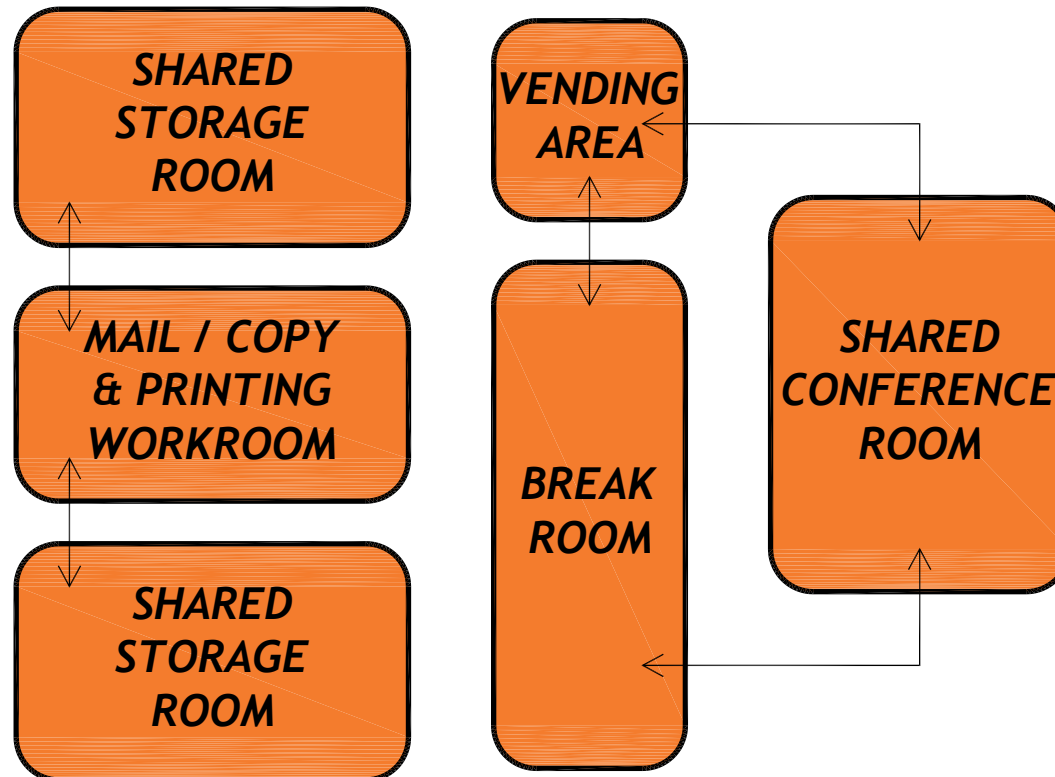
Equipment

- None required



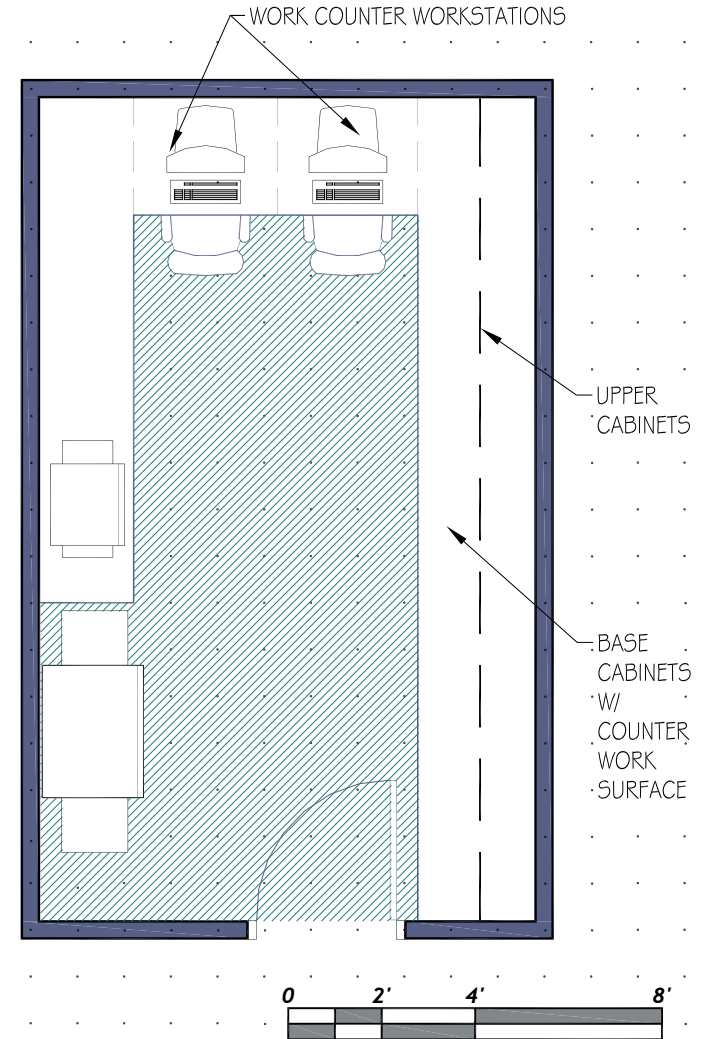
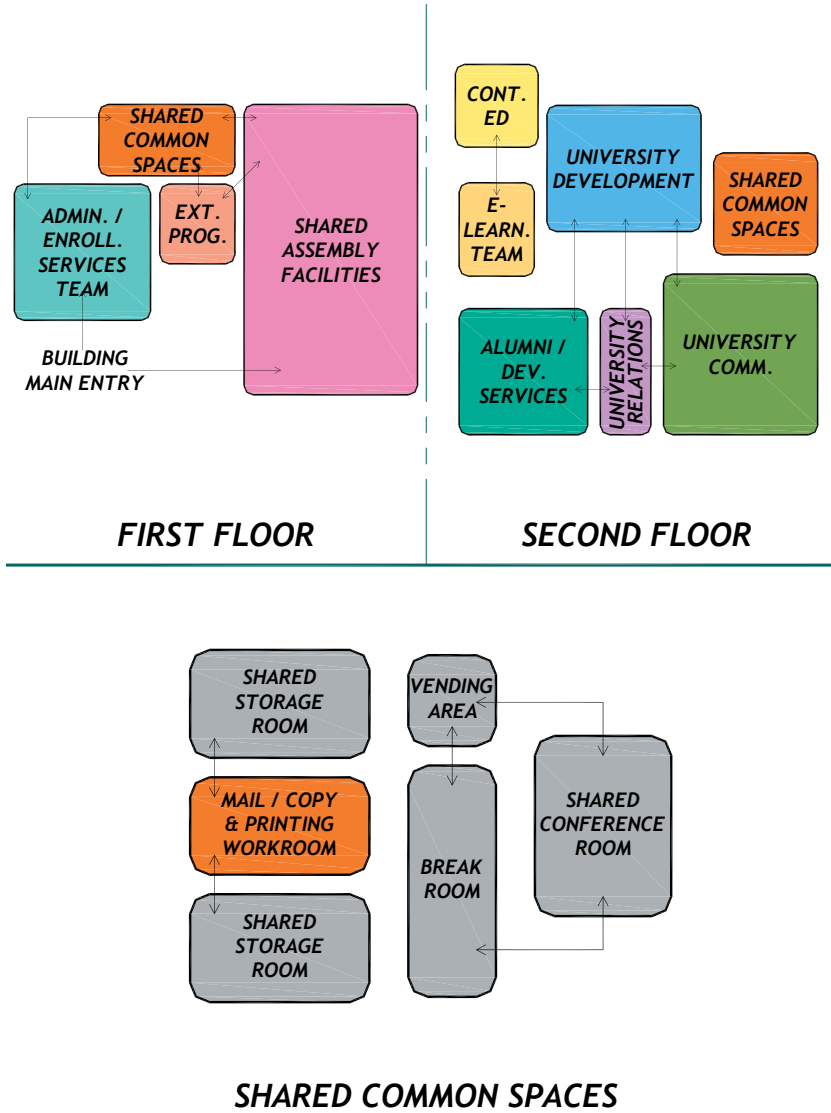
INDIVIDUAL SPACES

SHARED COMMON SPACES RELATIONSHIP DIAGRAM

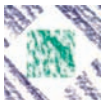




INDIVIDUAL SPACE DIAGRAMS



MAIL/COPY/PRINTING WORKROOM SHARED COMMON SPACES



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Workroom
- Number Required: 2
- Number Additional (expansion): 0
- Total Number: 2

Net Area Summary

- Area (each): 185 sf
- Subtotal Required Area: 370 sf
- Subtotal Additional Area: 0 sf
- Total Area: 370 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Staff

Function / Tasks

- Provide a shared workroom area

Relationships

- Location: First & Second Floors
- Adjacency: Centrally located
- Proximity: None required
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: VCT
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical ceiling tile
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: None required

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- Base Cabinets: (18 lf) 30"d w/ locking doors & adjustable shelves
- Wall Cabinets: (18 lf) 14"d x 24"h w/ locking doors & adjustable shelves
- P.Lam Work Surface: (6 lf) 30"d
- Base Cabinets: (11 lf) 24"d w/ locking doors & adjustable shelves

Furnishings

- Task Chair w/ arms, adjustable: (2) 27"x28"
- Waste & recycling containers: (2) 24" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 15 CFM / SF (min.)
- Air Circulation: 15 CFM / SF (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: One duplex outlet every 10'-0" Two per wall (min.) Additional capacity for equipment listed
- Data: One per wall (min.) Additional capacity for equipment listed

- Phone: Minimum one
- Video: Rough-in for future capacity

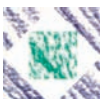
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required

- Foot Candles: 50
- VCP: 70
- Controls: Auto sensor

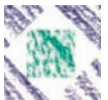
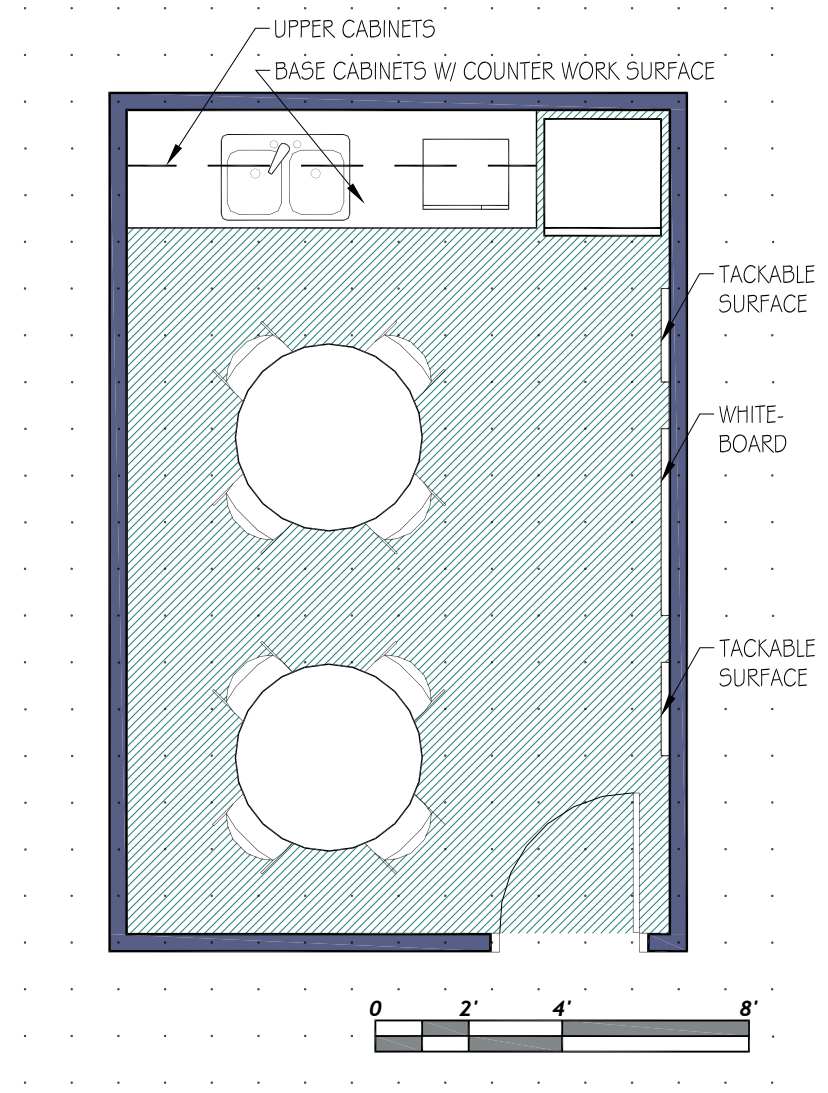
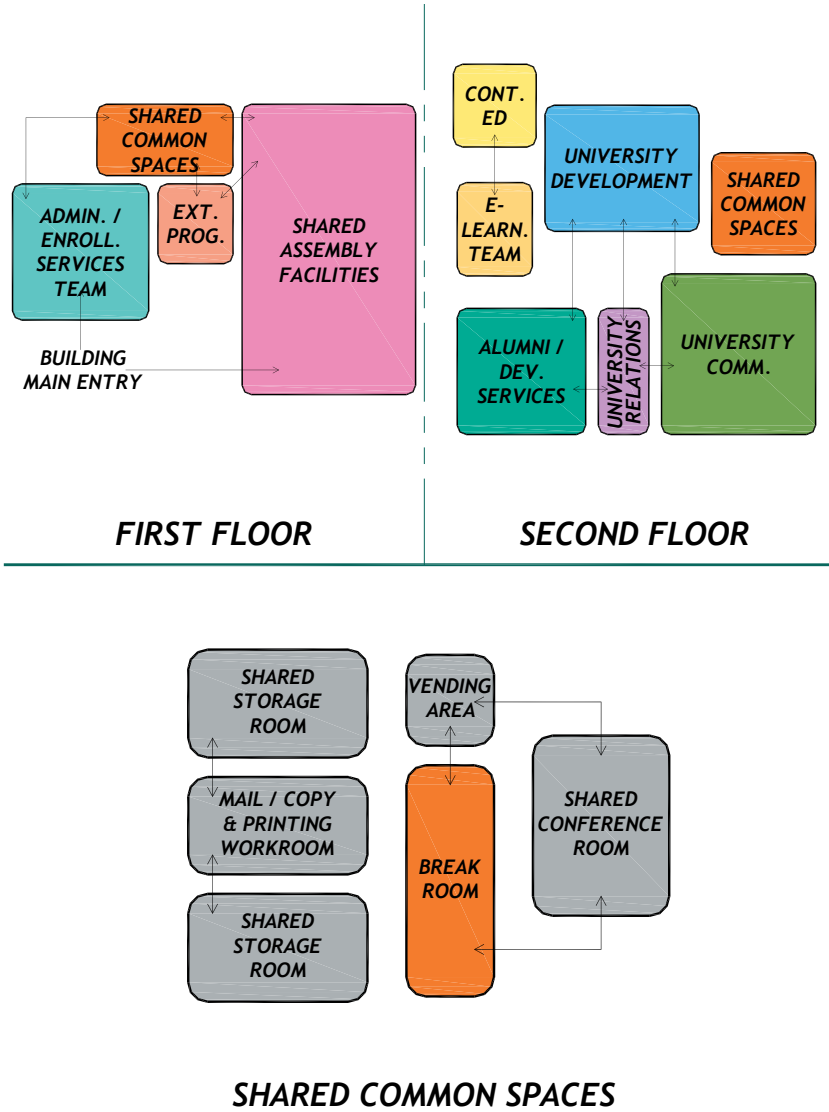
Equipment

- Fax machine, copier, scanner, shredder, (3) laser printers, desktop computer & mailing equipment





INDIVIDUAL SPACE DIAGRAMS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Lounge
- Number Required: 2
- Number Additional (expansion): 0
- Total Number: 2

Net Area Summary

- Area (each): 210 sf
- Subtotal Required Area: 420 sf
- Subtotal Additional Area: 0 sf
- Total Area: 420 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Staff

Function / Tasks

- Provide a shared lounge area for staff

Relationships

- Location: First & Second Floors
- Adjacency: Centrally located
- Proximity: None required
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: VCT
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: None required

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- Base cabinet, p.lam surface: (15 lf) 24"x34" lockable w/ adjustable shelving
- Wall cabinet: (15 lf) 14"x24" lockable w/ adjustable shelving
- Tack board: (2) 24"x48"
- Whiteboard (alum. frame & tray): (1) 48"x48"

Furnishings

- Tables: (2) 60" diameter
- Side chairs: (12) 18"x18"
- Waste & recycling containers: (2) 24" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 15 CFM / SF (min.)
- Air Circulation: 15 CFM / SF (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: 5 minute air changes
- Plumbing: Double sink w/ disposer
Water line to refrigerator for ice maker
Water, waste & venting

Electrical

- Power: One duplex outlet every 10'-0"
Two per wall (min.)
Additional capacity for equipment listed

- Data: Rough-in for future capacity

- Phone: Minimum one
- Video: Rough-in for future capacity

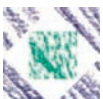
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required

- Foot Candles: 70 / 30
- VCP: 70
- Controls: Auto sensor

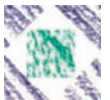
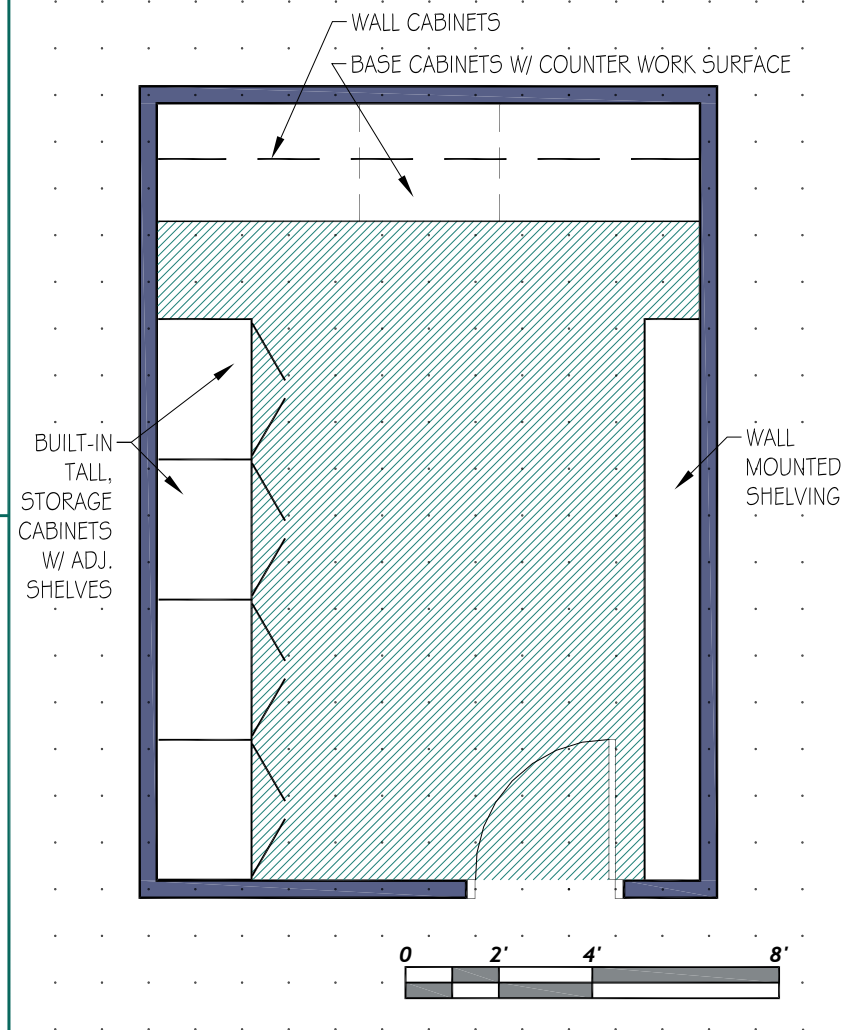
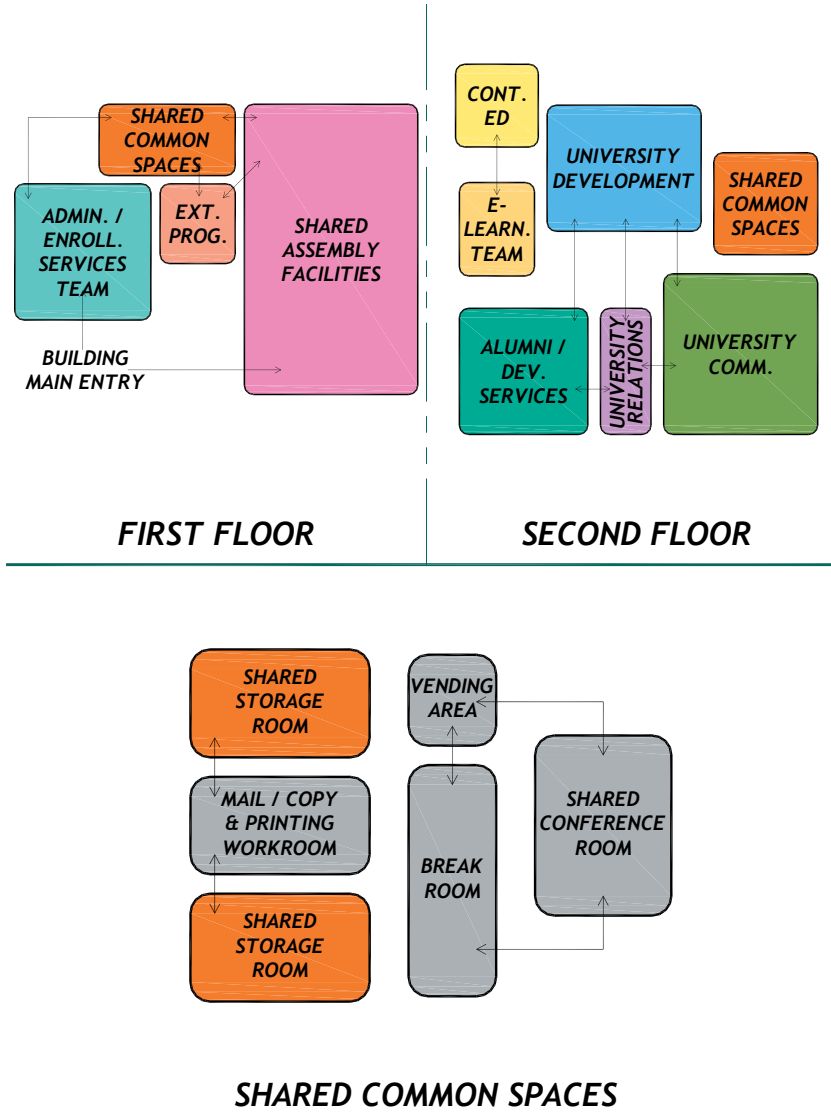
Equipment

- Refrigerator, microwave, coffee maker, toaster & blender





INDIVIDUAL SPACE DIAGRAMS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Storage
- Number Required: 2
- Number Additional (expansion): 2
- Total Number: 4

Net Area Summary

- Area (each): 200 sf
- Subtotal Required Area: 400 sf
- Subtotal Additional Area: 400 sf
- Total Area: 800 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Staff

Function / Tasks

- Provide secure storage

Relationships

- Location: First & Second Floors, 2 each
- Adjacency: Centrally located
- Proximity: None required
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: VCT
- Walls: Painted gypsum board
- Ceiling: Suspended acoustical ceiling tile
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: Electronic access locks

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- Base cabinet, p.lam surface: (12 lf) 24"x34" lockable w/ adjustable shelving
- Wall cabinet: (12 lf) 14"x24" lockable w/ adjustable shelving
- Tall cabinet: (14 lf) 30"x84" lockable w/ adjustable shelving
- Open wall-mounted shelving: (14 lf) 12"x84"

Furnishings

- None required

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)
- Summer Design Temp.: 70°F
- Winter Design Temp.: 68°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

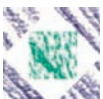
- Power: One duplex outlet every 10'-0" One per wall (min.)
- Data: Rough-in for future capacity
- Phone: Rough-in for future capacity
- Video: Rough-in for future capacity

Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required
- Foot Candles: 50
- VCP: 70
- Controls: Auto sensor

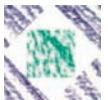
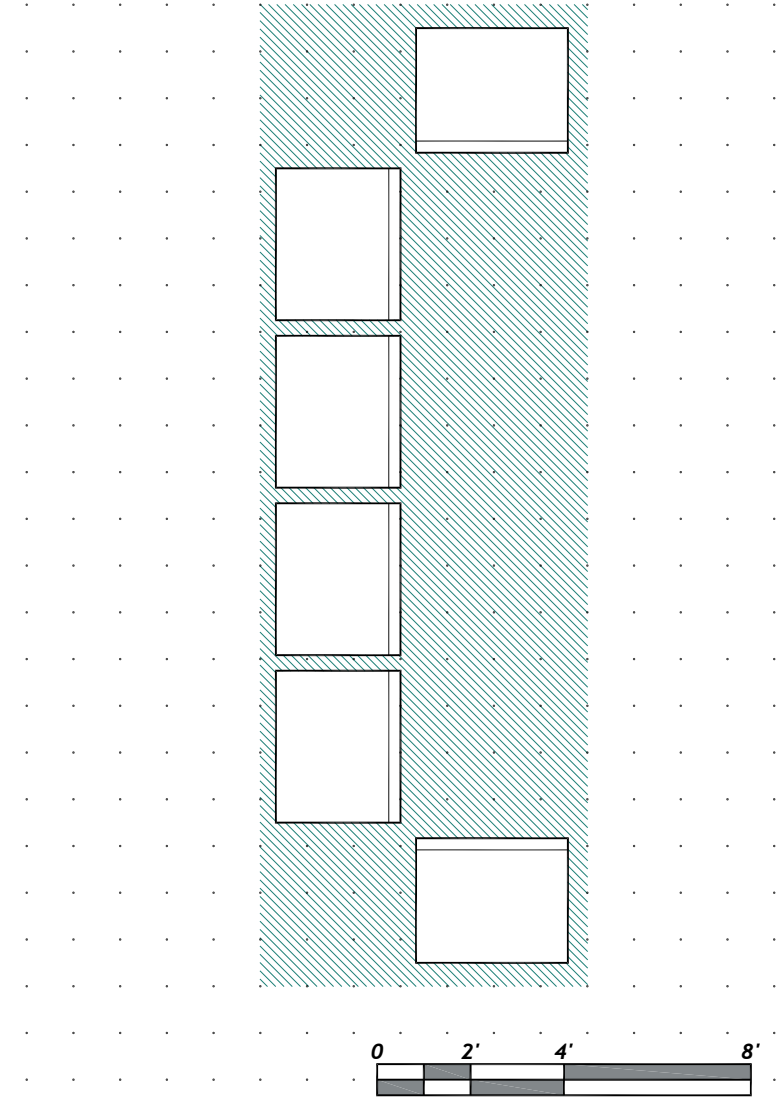
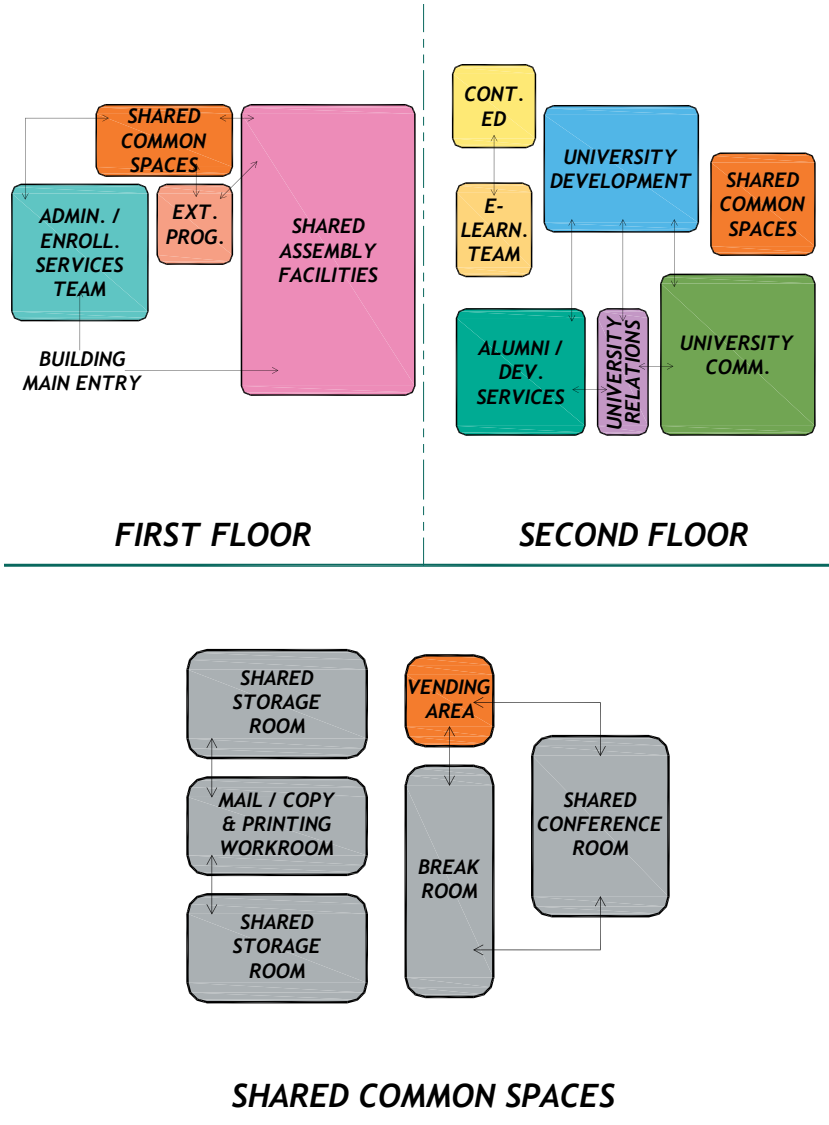
Equipment

- None required





INDIVIDUAL SPACE DIAGRAMS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Open Vending Area
- Number Required: 2
- Number Additional (expansion): 0
- Total Number: 2

Net Area Summary

- Area (each): 80 sf
- Subtotal Required Area: 160 sf
- Subtotal Additional Area: 0 sf
- Total Area: 160 sf

Occupant Summary

- Assigned Occupants: 0

Function / Tasks

- Provide space for vending machines

Relationships

- Location: First & Second Floors
- Adjacency: Public Restrooms
- Proximity: Public Circulation Areas
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Ceramic quarry tile
- Walls: Painted gypsum board
- Ceiling: Suspended acoustic tile ceiling
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 9'-0"

Doors

- Not applicable

Windows

- Not applicable

Casework / Fixed Equipment

- None required

Furnishings

- Vending machine variety: (6)

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: Floor sink for vending machines
Water, waste & venting

Electrical

- Power: One duplex outlet per machine

- Data: One per machine

- Phone: None required
- Video: None required

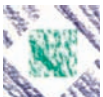
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required

- Foot Candles: 40
- VCP: 70
- Controls: Auto sensor

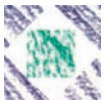
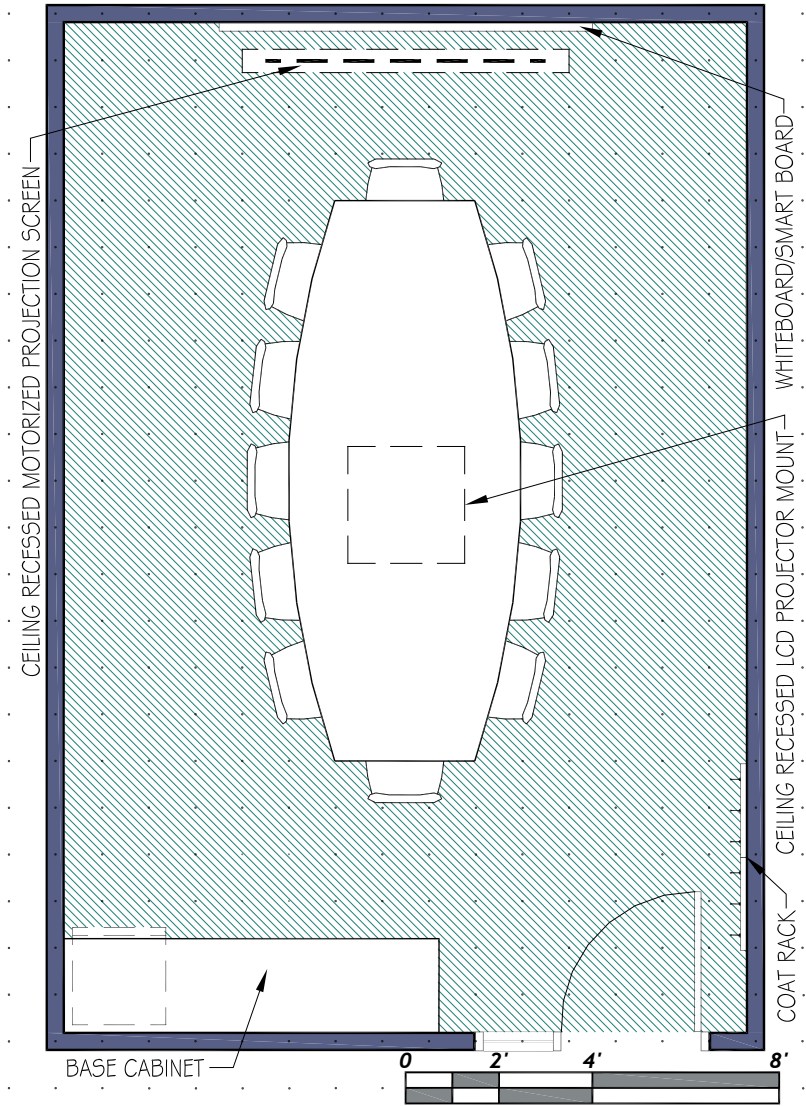
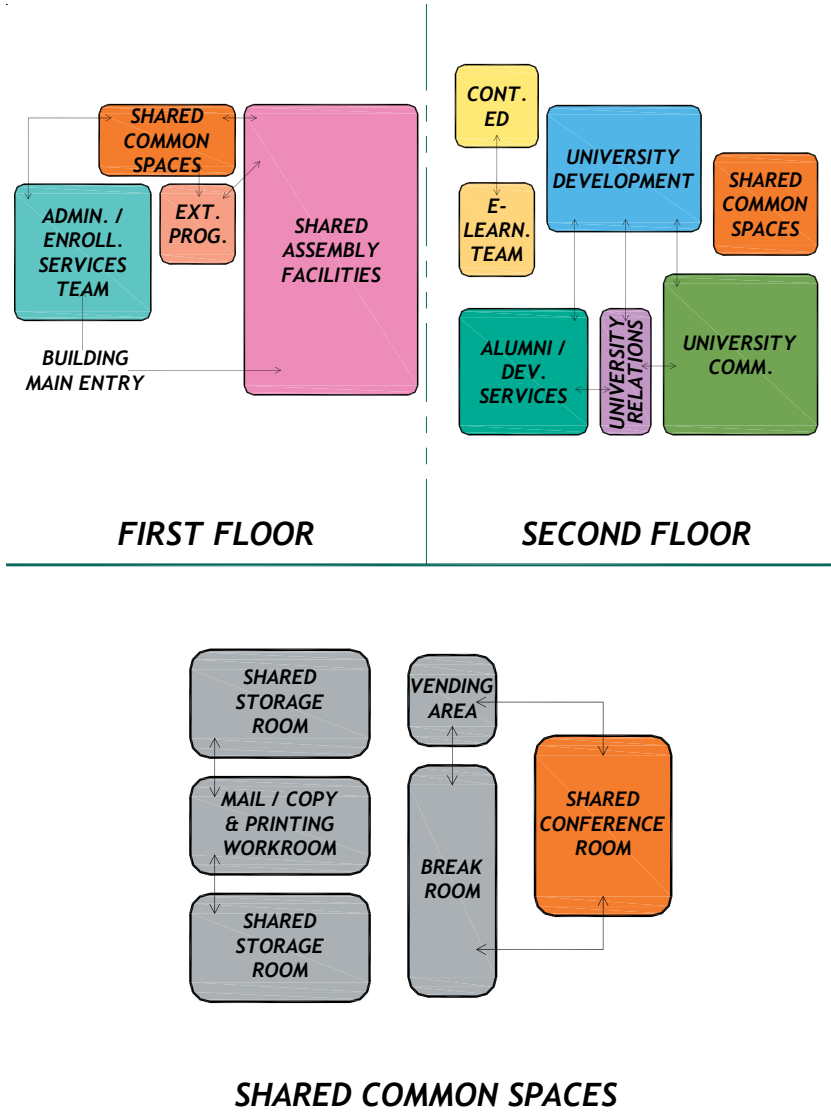
Equipment

- None required





INDIVIDUAL SPACE DIAGRAMS



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Meeting Room
- Number Required: 2
- Number Additional (expansion): 0
- Total Number: 2

Net Area Summary

- Area (each): 320
- Subtotal Required Area: 320
- Subtotal Additional Area: 320
- Total Area: 640

Occupant Summary

- Assigned Occupants: 0
- Visitors: 12-16

Function / Tasks

- Provide a shared conference area for faculty

Relationships

- Location: First & Second Floors
- Adjacency: Centrally located
- Proximity: Administrative areas
- Separation: Mechanical and elevator rooms
Other noisy functions

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Static-free carpet w/4" hardwood base
- Walls: Painted gypsum board w/ chair rail
- Ceiling: Suspended 2x2 acoustical ceiling tile
- Sound: Full sound construction

Ceiling Height

- Above Finish Floor (min.): Bi-level 10'-0"/8'-0"

Doors

- Type: Solid wood core w/ clear finish
- Frame: Painted hollow metal, glazed sidelite
- Special: Sound isolation

Windows

- Natural Light: Desirable
- Type: Aluminum frame
- Glazing: Insulated w/ low-e coating

Casework / Fixed Equipment

- Whiteboard (alum. frame & tray): (1) 28"x96"
- Projection screen: 72"w
- Coat rack: 36"x6"x3/4" oak plate, 6 dbl-prong
- Base cabinet, p.lam surface: (8 lf) 24"x34"h lockable w/ adjustable shelving
- Projector mounts/ports & cable connection: (1)

Furnishings

- Wood conference table: (1) 60"x12'-0"
- Upholstered conference chair: (12) 20"x20"
- Under-counter refrigerator: (1)
- Waste can: (1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 20 CFM / person (min.)
- Air Circulation: 20 CFM / person (min.)
- Summer Design Temp.: 75°F
- Winter Design Temp.: 72°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

- Power: Two duplex outlets per wall (min.)
One four-plex outlet at conference table
Additional capacity for equipment listed
- Data: One per wall (min.)
One data port at conference table
Additional capacity for equipment listed

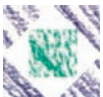
- Phone: Minimum one at conference table
- Video: Ceiling recessed LCD projector

Lighting

- Fixture Types: Fluorescent electronic ballast
- Accent Lighting: Incandescent
- Foot Candles: 50
- VCP: 70
- Controls: Auto sensor, override & dimming

Equipment

- Laptop computer, LCD projector, DVD player, television, smart board, & overhead, opaque, slide & film projectors, audio devices

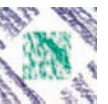




Weber State University

HURST CENTER FOR LIFELONG LEARNING

HFSArchitects



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Open circulation, stairs, elevators

Net Area Summary

- Area (each): As required

Occupant Summary

- Assigned Occupants: 0

Function / Tasks

- Provide access & circulation for the movement of people through the building

Relationships

- Location: All Levels
- Adjacency: Not applicable
- Proximity: Not applicable
- Separation: Quiet functions

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Epoxy terrazzo w/ 4" hardwood base
- Walls: Painted gypsum board w/ ceramic tile wainscot & hdwd. chair rail
- Ceiling: Suspended 2x2 acoustical ceiling tile
- Sound: None required

Ceiling Height

- Above Finish Floor: Varies

Exterior Entry Doors

- Type: Storefront
- Frame: Aluminum
- Glazing: Insulated w/ low-e coating
- Special: Electronic card reader access & power operated doors for disabled access

Windows

- Natural Light: Desirable
- Type: Aluminum frame
- Glazing: Insulated w/ low-e coating

Casework / Fixed Equipment

- Posting & display boards

Furnishings

- Building signage
- Waste & recycling receptacles, large

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .05 CFM / SF (min.)
- Air Circulation: .05 CFM / SF (min.)

- Summer Design Temp.: 72° F
- Winter Design Temp.: 70° F

- Controls: DDC individual controls
- Sound Criteria: None required

- Special Systems: None required
- Plumbing: Electric water coolers

Electrical

- Power: One duplex outlet every 10'-0" Two per wall & stairwells (min.)
Electronic card readers & power operated doors

- Data: Rough-in for future capacity

- Phone: Two ports for public telephones
- Video: Rough-in for future capacity

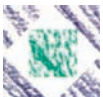
Lighting

- Fixture Types: Fluorescent electronic ballast
- Accent Lighting: Displays & directories

- Foot Candles: 20
- VCP: 70
- Controls: Local control w/ relay override

Equipment

- None required





INDIVIDUAL SPACE OUTLINE

GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Public Restroom
- Number Required: 3 per gender
- Number Additional (expansion): 0
- Total Number: 6

Net Area Summary

- Area (each): As required by plumbing code

Occupant Summary

- Assigned Occupants: 0

Function / Tasks

- Building support space

Relationships

- Location: All Floors, 1 per gender
- Adjacency: Centrally located
- Proximity: Public circulation
- Separation: Quiet spaces

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Ceramic tile, slope to floor drain
- Walls: Ceramic tile
- Ceiling: Susp. gypsum board w/ acoustic tile
- Sound: None required
- Fixtures: Vitreous china

Ceiling Height

- Above Finish Floor (min.): 8'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: None required

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- Water closet: As required
- Urinal: As required
- Lavatory: As required
- Toilet partition, stainless steel: 32"x56"
- Urinal Screen, stainless steel: 24"x18"(min)
- Mirror w/ stainless steel shelf: As required
- Grab bars, stainless steel: As required
- Dispensers: As required
- Waste receptacles, stainless steel: As required

Furnishings

- None required

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: 15 CFM / per person (min)
- Air Circulation: 15 CFM / per person (min)
- Summer Design Temp.: 72°F
- Winter Design Temp.: 70°F

- Controls: DDC individual controls
- Sound Criteria: 40 (NC/RC)

- Special Systems: 5 min air exchange exhaust
- Plumbing: Wall hung flush valve water closets
Wall hung flush valve urinals
Wall hung lavatories
Floor drains
Water, waste & venting

Electrical

- Power: One GFCI duplex outlet per wall

- Data: None required

- Phone: None required
- Video: None required

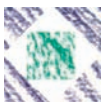
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: Required at mirrors

- Foot Candles: 30
- VCP: 70
- Controls: Auto sensor

Equipment

- Electric hand driers



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 400 sf
- Subtotal Required Area: 400 sf
- Subtotal Additional Area: 0 sf
- Total Area: 400 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Facilities/IT Staff

Function / Tasks

- Primary entry for building computer service & distribution

Relationships

- Location: Basement
- Adjacency: Stacked w/ telecomm. closets
- Proximity: None required
- Separation: Main electrical room & closet

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Sealed concrete
- Walls: Painted gypsum board
- Ceiling: None required
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): N/A

Doors

- Type: Painted hollow core metal
- Frame: Painted hollow metal
- Special: Double doors, electronic access locks

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- None required

Furnishings

- None required

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)
- Air Conditioning: 100% - 24/7
- Summer Design Temp.: 72°F
- Winter Design Temp.: 68°F

- Controls: DDC individual controls
- Sound Criteria: None required

- Special Systems: Dedicated cooling unit
- Plumbing: None required

Electrical

- Power: One duplex outlet every 10'-0" Two per wall (min.)
Dedicated duplex receptacle per data rack
Tied into emergency power system

- Data: Data head end equipment

- Phone: Minimum one D-mark for utility
- Video: Rough-in for future capacity

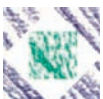
Lighting

- Fixture Types: Fluorescent electronic ballasts
- Task Light: None required

- Foot Candles: 50
- VCP: 70
- Controls: Auto sensor

Equipment

- See Electrical Systems section of this Program.





INDIVIDUAL SPACE OUTLINE

GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 6% building net SF

Occupant Summary

- Assigned Occupants: 0
- Users: Facilities Staff

Function / Tasks

- Accommodate mechanical equipment, piping, ducts and control systems

Relationships

- Location: Basement
- Adjacency: Centrally located for piping/ducts
- Proximity: None required
- Separation: Quiet areas
High traffic public areas

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Sealed concrete
Slope floor to drains
- Walls: Ptd. gypsum boards / sealed concrete
- Ceiling: None required
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): N/A

Doors

- Type: Painted hollow core metal
- Frame: Painted hollow metal
- Special: Double doors

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- None required

Furnishings

- None required

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)

- Summer Design Temp.: 78°F
- Winter Design Temp.: 68°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: 10 minute air exchange
- Plumbing: Hot & cold water hose bibb
Floor drain
Water, waste & venting

Electrical

- Power: One duplex outlet every 10'-0" (min.)
Connections to mechanical equipment

- Data: Data connection to DDC control

- Phone: Minimum one
- Video: Rough-in for future capacity

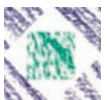
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required

- Foot Candles: 40
- VCP: 70
- Controls: Auto sensor

Equipment

- See Mechanical Systems section of this Program



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Enclosed
• Number Required:	1
• Number Additional (expansion):	0
• Total Number:	1

Net Area Summary

• Area (each):	100 sf
• Subtotal Required Area:	100 sf
• Subtotal Additional Area:	0 sf
• Total Area:	100 sf

Occupant Summary

• Assigned Occupants:	0
• Users:	Facilities Staff

Function / Tasks

- Provide central distribution for building electrical systems

Relationships

• Location:	Basement
• Adjacency:	Stacked w/ electrical closets
• Proximity:	Centrally located
• Separation:	Quiet areas Main telecommunications room & closets

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Sealed concrete
• Walls: Ptd. gypsum board w/ plywood panels	
• Ceiling:	None required
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	N/A
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Doors

• Type:	Painted hollow core metal
• Frame:	Painted hollow metal
• Special:	Double doors

Windows

• Natural Light:	Not required
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Casework / Fixed Equipment

- None required

Furnishings

- None required

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	.5 CFM / SF (min.)
• Air Circulation:	.5 CFM / SF (min.)
• Summer Design Temp.:	78°F
• Winter Design Temp.:	68°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	5 minute air exchange
• Plumbing:	None required

Electrical

• Power: One duplex outlet every 10'-0" (min.)	
• Data:	One per wall (min.)

• Phone:	Minimum one
• Video:	Rough-in for future capacity

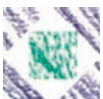
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	None required

• Foot Candles:	40
• VCP:	70
• Controls:	Auto sensor

Equipment

- See Electrical Systems section of this Program.





INDIVIDUAL SPACE OUTLINE

GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 200 sf
- Subtotal Required Area: 200 sf
- Subtotal Additional Area: 0 sf
- Total Area: 200 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Facilities Staff

Function / Tasks

- Provide a central distribution for building telecommunication & data systems

Relationships

- Location: Basement
- Adjacency: Stacked w/ telecomm. closets
- Proximity: Centrally located
- Separation: Quiet areas
Main electrical room & closets

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Sealed concrete
- Walls: Ptd. gypsum board w/ plywood panels
- Ceiling: None required
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): N/A

Doors

- Type: Painted hollow core metal
- Frame: Painted hollow metal
- Special: Double doors

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- None required

Furnishings

- None required

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)
- Air Conditioning: 100% - 24/7
- Summer Design Temp.: 70°F
- Winter Design Temp.: 68°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: Dedicated cooling unit
- Plumbing: None required

Electrical

- Power: One duplex outlet every 10'-0"
Two per wall (min.)
Dedicated duplex receptacle per data rack
Tied into emergency power system

- Data: Data head end equipment

- Phone: Minimum one
- Video: Rough-in for future capacity

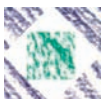
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required

- Foot Candles: 50
- VCP: 70
- Controls: Auto sensor

Equipment

- See Electrical Systems section of this Program



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 100 sf
- Subtotal Required Area: 100 sf
- Subtotal Additional Area: 0 sf
- Total Area: 100 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Facilities Staff

Function / Tasks

- Accommodate elevator equipment

Relationships

- Location: Basement
- Adjacency: Elevator shaft
- Proximity: Centrally located
- Separation: Quiet areas
High traffic public areas

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Sealed concrete
- Walls: Painted gypsum board
- Ceiling: None required
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): N/A

Doors

- Type: Painted hollow core metal
- Frame: Painted hollow metal
- Special: None required

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- None required

Furnishings

- None required

Space Notes

- There is to be nothing in this room except elevator related equipment, duct work & piping are not to be run through this room

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)
- Summer Design Temp.: 78°F
- Winter Design Temp.: 68°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: 5 minute air exchange
- Plumbing: None required

Electrical

- Power: One GFCI duplex outlet per wall
Connection to elevator equipment

- Data: Minimum one

- Phone: Minimum one
- Video: Rough-in for future capacity

Lighting

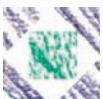
- Fixture Types: Fluorescent electronic ballast
- Task Light: None required

- Foot Candles: 30
- VCP: 70
- Controls: Auto sensor

Equipment

- See Elevator Systems section of this Program

ELEVATOR EQUIPMENT ROOM BUILDING SUPPORT SPACES





INDIVIDUAL SPACE OUTLINE

GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed Storage
- Number Required: 1
- Number Additional (expansion): 0
- Total Number: 1

Net Area Summary

- Area (each): 500 sf
- Subtotal Required Area: 500 sf
- Subtotal Additional Area: 0 sf
- Total Area: 500 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Facilities Staff

Function / Tasks

- Provide a secure storage

Relationships

- Location: Basement
- Adjacency: None required
- Proximity: None required
- Separation: None required

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Sealed concrete
- Walls: Painted gypsum board
- Ceiling: None required
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): N/A

Doors

- Type: Painted hollow core metal
- Frame: Painted hollow metal
- Special: Double doors

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- None required

Furnishings

- None required

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)
- Summer Design Temp.: 70°F
- Winter Design Temp.: 68°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: None required
- Plumbing: None required

Electrical

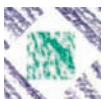
- Power: One duplex outlet every 10'-0"
Two per wall (min.)
- Data: Rough-in for future capacity
- Phone: Rough-in for future capacity
- Video: Rough-in for future capacity

Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required
- Foot Candles: 30
- VCP: 70
- Controls: Auto sensor

Equipment

- None required



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Private office
• Number Required:	1
• Number Additional (expansion):	0
• Total Number:	1

Net Area Summary

• Area (each):	100 sf
• Subtotal Required Area:	100 sf
• Subtotal Additional Area:	0 sf
• Total Area:	100 sf

Occupant Summary

• Assigned Occupants:	1
• Visitors:	0

Function / Tasks

- Provide a custodial work space

Relationships

• Location:	Basement
• Adjacency:	None required
• Proximity:	None required
• Separation:	None required

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	VCT
• Walls:	Painted gypsum board
• Ceiling:	Suspended acoustical tile ceiling
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	9'-0"
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal
• Special:	None required

Windows

• Natural Light:	Not required
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Casework / Fixed Equipment

• Coat Rack:	18x6x3/4 oak plate 3 dbl. prong
• Tack board:	(1) 48"x48"

Furnishings

• Metal desk w/ double pedestal:	(1) 30"x60"
• Task chair:	(1) 22"x22"
• Waste can:	(1) 14" diameter

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	15 CFM / person (min.)
• Air Circulation:	15 CFM / person (min.)

• Summer Design Temp.:	75°F
• Winter Design Temp.:	72°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	None required
• Plumbing:	None required

Electrical

• Power:	One duplex outlet every 10'-0" One per wall (min.) Capacity for equipment listed below
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• Data:	One data port
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• Phone:	Minimum one
• Video:	Rough-in for future capacity

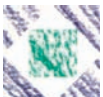
Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	None required

• Foot Candles:	50
• VCP:	70
• Controls:	Auto sensor

Equipment

- Desktop computer & laser printer





INDIVIDUAL SPACE OUTLINE

GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed
- Number Required: 3
- Number Additional (expansion): 0
- Total Number: 3

Net Area Summary

- Area (each): 80 sf
- Subtotal Required Area: 240 sf
- Subtotal Additional Area: 0 sf
- Total Area: 240 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Facilities Staff

Function / Tasks

- Provide a custodial work space & storage

Relationships

- Location: One on each floor, stacked
- Adjacency: None required
- Proximity: Centrally located
- Separation: High traffic public areas

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Sealed concrete
Slope floor to drain
- Walls: Epoxy painted gypsum board
w/ ceramic tile wainscot at mop sink
- Ceiling: Suspended painted gypsum board
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): 8'-0"

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: None required

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- Mop and broom rack, wall mounted: (1)

Furnishings

- 7-Shelf steel shelving unit: (1) 18"x48"

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)
- Summer Design Temp.: 78°F
- Winter Design Temp.: 68°F
- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)
- Special Systems: 10 minute air exchange
- Plumbing: Floor mounted mop sink
Water, waste & venting

Electrical

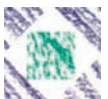
- Power: One duplex outlet per wall (min.)
- Data: Rough-in for future capacity
- Phone: Rough-in for future capacity
- Video: Rough-in for future capacity

Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required
- Foot Candles: 30
- VCP: 70
- Controls: Auto sensor

Equipment

- None required



INDIVIDUAL SPACE OUTLINE



GENERAL REQUIREMENTS

Space Summary

• Space Type:	Enclosed
• Number Required:	3
• Number Additional (expansion):	0
• Total Number:	3

Net Area Summary

• Area (each):	80 sf
• Subtotal Required Area:	240 sf
• Subtotal Additional Area:	0 sf
• Total Area:	240 sf

Occupant Summary

• Assigned Occupants:	0
• Users:	Facilities Staff

Function / Tasks

- Provide central distribution for building electrical

Relationships

• Location:	One on each floor, stacked
• Adjacency:	Main Electrical Room
• Proximity:	None required
• Separation:	Quiet areas Main telecommunications room & closets

ARCHITECTURAL REQUIREMENTS

Finishes

• Floor:	Sealed concrete
• Walls:	Ptd. gypsum board w/ plywood panels
• Ceiling:	None required
• Sound:	None required

Ceiling Height

• Above Finish Floor (min.):	N/A
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Doors

• Type:	Solid core wood w/ clear finish
• Frame:	Painted hollow metal
• Special:	None required

Windows

• Natural Light:	Not required
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Casework / Fixed Equipment

- None required

Furnishings

- None required

TECHNICAL REQUIREMENTS

Mechanical

• Outdoor Air:	.5 CFM / SF (min.)
• Air Circulation:	.5 CFM / SF (min.)
• Summer Design Temp.:	78°F
• Winter Design Temp.:	68°F

• Controls:	DDC individual controls
• Sound Criteria:	30 (NC/RC)

• Special Systems:	10 minute air change
• Plumbing:	None required

Electrical

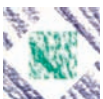
• Power:	One duplex outlet per wall
• Data:	Rough-in for future capacity
• Phone:	Rough-in for future capacity
• Video:	Rough-in for future capacity

Lighting

• Fixture Types:	Fluorescent electronic ballast
• Task Light:	None required
• Foot Candles:	40
• VCP:	70
• Controls:	Auto sensor

Equipment

- See Electrical Systems section of this Program





INDIVIDUAL SPACE OUTLINE

GENERAL REQUIREMENTS

Space Summary

- Space Type: Enclosed
- Number Required: 3
- Number Additional (expansion): 0
- Total Number: 3

Net Area Summary

- Area (each): 80 sf
- Subtotal Required Area: 240 sf
- Subtotal Additional Area: 0 sf
- Total Area: 240 sf

Occupant Summary

- Assigned Occupants: 0
- Users: Facilities Staff

Function / Tasks

- Provide central distribution for building telecommunications & data systems

Relationships

- Location: One on each floor, stacked
- Adjacency: Centrally located
- Proximity: None required
- Separation: Quiet areas
Main electrical room & closets

ARCHITECTURAL REQUIREMENTS

Finishes

- Floor: Sealed concrete
- Walls: Ptd. gypsum board w/ plywood panels
- Ceiling: None required
- Sound: None required

Ceiling Height

- Above Finish Floor (min.): N/A

Doors

- Type: Solid core wood w/ clear finish
- Frame: Painted hollow metal
- Special: None required

Windows

- Natural Light: Not required

Casework / Fixed Equipment

- None required

Furnishings

- None required

TECHNICAL REQUIREMENTS

Mechanical

- Outdoor Air: .5 CFM / SF (min.)
- Air Circulation: .5 CFM / SF (min.)
- Air Conditioning: 100% - 24/7
- Summer Design Temp.: 72°F
- Winter Design Temp.: 68°F

- Controls: DDC individual controls
- Sound Criteria: 30 (NC/RC)

- Special Systems: Dedicated cooling unit
- Plumbing: None required

Electrical

- Power: One duplex outlet per wall
Dedicated duplex receptacle per data rack
Tied into emergency power system

- Data: As required

- Phone: Minimum one
- Video: Rough-in for future capacity

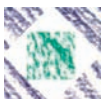
Lighting

- Fixture Types: Fluorescent electronic ballast
- Task Light: None required

- Foot Candles: 40
- VCP: 70
- Controls: Auto sensor

Equipment

- See Electrical Systems section of this Program.



AREA SUMMARY



Weber State University

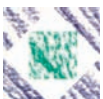
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UNIVERSITY RELATIONS

<i>University Relations Administration</i>			
<i>Space Description</i>	<i>Quantity</i>	<i>Size in SF</i>	<i>Total Area</i>
Vice President Office	1	250	250 SF
Administrative Staff Office	1	150	150 SF
Conference Room	1	180	180 SF
Waiting Area	1	100	100 SF
<i>University Relations Administration Total</i>			680 SF
<i>University Communications</i>			
Executive Director Office	1	200	200 SF
Director Office	3	180	540 SF
Designer / Writer Office	5	120	600 SF
Designer Open Work Area	1	360	360 SF
Marketing Office	3	150	450 SF
Secretary Workstation	2	100	200 SF
Student Workstation	3	48	144 SF
Presentation Room	1	360	360 SF
File / Storage Room	1	180	180 SF
<i>University Communications Total</i>			3,034 SF

<i>University Development</i>			
<i>Space Description</i>	<i>Quantity</i>	<i>Size in SF</i>	<i>Total Area</i>
Asst. Vice President Office	1	200	200 SF
Director Office	9	150	1,350 SF
Secretary Workstation	2	100	200 SF
Student Workstation	2	48	96 SF
Conference Room	1	150	150 SF
<i>University Development Total</i>			1,996 SF
<i>Alumni / Development Services</i>			
Director Office	1	180	180 SF
Coordinator Office	4	150	600 SF
Staff Specialist Workstation	2	100	200 SF
Student Workstation	5	48	240 SF
Secure File / Storage Room	1	220	220 SF
<i>Alumni / Development Services Total</i>			1,440 SF
<i>UNIVERSITY RELATIONS TOTAL</i>			7,150 SF



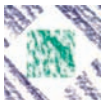


AREA SUMMARY

CONTINUING EDUCATION

<i>Continuing Education Administration</i>			
<i>Space Description</i>	<i>Quantity</i>	<i>Size in SF</i>	<i>Total Area</i>
Dean Office	1	220	220 SF
Secretary Workstation	1	100	100 SF
Marketing Coordinator Office	1	150	150 SF
Staff Workstation	3	80	240 SF
Reception / Waiting Area	1	100	100 SF
<i>Continuing Education Administration Total</i>			810 SF
<i>Credit Team</i>			
Director Office	1	180	180 SF
Liaison Office	12	120	1,440 SF
Staff Workstation	8	80	640 SF
Student Workstation	2	48	96 SF
<i>Credit Team Total</i>			2,356 SF
<i>External Programs Team</i>			
Director Office	1	180	180 SF
Program Administrator Office	2	150	300 SF
Staff Workstation	2	80	160 SF
<i>External Programs Team Total</i>			640 SF

<i>Administrative / Enrollment Services Team</i>			
<i>Space Description</i>	<i>Quantity</i>	<i>Size in SF</i>	<i>Total Area</i>
Director Office	1	180	180 SF
Registration Window	5	64	320 SF
Reception / Waiting Area	1	200	200 SF
Accounting Office	2	120	240 SF
Advising Office	3	120	360 SF
IT Office	1	100	100 SF
Staff Office	2	100	200 SF
Staff Workstation	2	80	160 SF
IT Work / Storage Room	1	120	120 SF
Save Room	1	100	100 SF
Server Room	1	100	100 SF
File / Storage Room	1	180	180 SF
<i>Administrative/Enrollment Services Total</i>			2,260 SF
<i>E-Learning Team</i>			
Supervisor Office	1	150	150 SF
Programmer Office	3	120	360 SF
Staff Workstation	3	80	240 SF
<i>E-Learning Team Total</i>			750 SF
CONTINUING EDUCATION TOTAL			6,816 SF



AREA SUMMARY

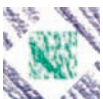


SHARED ASSEMBLY FACILITIES

<i>Shared Assembly Facilities</i>			
<i>Space Description</i>	<i>Quantity</i>	<i>Size in SF</i>	<i>Total Area</i>
Assembly / Conference Room	1	4,000	4,000 SF
Assembly Pre-Function Area	1	1,200	1,200 SF
A/V Control Room	1	100	100 SF
Warming Kitchen	1	200	200 SF
Table / Chair Storage Room	1	400	400 SF
<i>Shared Assembly Facilities Total</i>			<i>5,900 SF</i>
SHARED ASSEMBLY FACILITIES TOTAL			5,900 SF

SHARED COMMON SPACES

<i>Shared Common Spaces</i>			
<i>Space Description</i>	<i>Quantity</i>	<i>Size in SF</i>	<i>Total Area</i>
Mail/Copy/Printing Workroom	2	180	360 SF
Breakroom / Kitchen	2	210	420 SF
Storage Rooms	4	200	800 SF
Vending Area	2	80	160 SF
Conference Room	2	320	640 SF
IT Computer / Server Vault	1	400	400 SF
<i>Shared Common Spaces Total</i>			<i>2,780 SF</i>
SHARED COMMON SPACES TOTAL			2,780 SF
University Relations Area Total			7,150 SF
Continuing Education Area Total			6,816 SF
Shared Assembly Facilities Area Total			5,900 SF
Shared Common Spaces Area Total			2,780 SF
<i>Assigned Spaces Total</i>			<i>22,646 SF</i>
Unassigned Spaces (60% Efficiency Factor) Area Total			15,097 SF
BUILDING TOTAL			37,743 SF





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